



FIVE YEAR CONSOLIDATED PLAN JULY 1, 2005—JUNE 30, 2010

TOWN OF BROOKLINE, MASSACHUSETTS



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FY2006-2010 Consolidated Plan
Town of Brookline
Needs Assessment and Strategy

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INTRODUCTION

This Consolidated Plan builds on the previous Consolidated Plan for Fiscal Years 2000 through 2005. It provides an overall strategy for the Town's use of Community Development Block Grant and HOME funds for the next five years. It is based on a public process and the planning undertaken in other efforts such as the *Brookline Comprehensive Plan 2005-2015*. It serves as a formal application for federal funds for the CDBG and HOME programs. It includes goals, strategies and outcomes for the next five years that accomplish the national objectives of these programs. Finally, it includes the One Year Action Plan for Fiscal Year 2006.

THE TOWN OF BROOKLINE

Brookline is an urban community located on the Boston line in Norfolk County, Massachusetts. Established in 1705, Brookline has a rich history and includes a variety of neighborhoods and a diverse population. Currently, Brookline has just under 60,000 residents in approximately 25,000 residential units. Brookline also has a small but significant commercial base, concentrated in business districts in northern Brookline and along Route Nine (Boylston Street).

The Town has traditionally been home to a number of affluent residents, which has created the perception that significant assistance for low- and moderate-income residents is not needed. However, there are a number of Brookline residents who struggle to make ends meet. The sharp increase in housing costs in Brookline has also contributed to the need for affordable housing in the community. Community Development Block Grant and HOME funds are needed now, more than ever, to provide opportunities and housing for low- and moderate-income residents of the Town.

A BRIEF HISTORY

Brookline today reflects nearly the full range of the Town's landscape and cultural history since European settlement. Brookline's drumlin hills, remaining wetlands and the planted fields at Allandale Farm recall the seventeenth-century hamlet of Muddy River and the agricultural settlement incorporated in 1705 as the Town of Brookline. Since 1635 many land grants had been given to Boston residents for pasture lands, but enough had settled at Muddy River by the end of the seventeenth century to form a new town. During the eighteenth century, Brookline was a farm town and by 1775, a hotbed of revolutionary sentiment. The center of community life was the Town Green at Walnut and Warren Streets, where travelers going west from Boston passed on the Sherbourne Road, but traffic switched to the new Worcester Turnpike (Route Nine) in 1807 and Brookline's population shifted towards Brookline Village over the course of the nineteenth century.

In the early years of the republic, the Town's proximity to Boston made it a prime supplier of fresh produce to the city, but that proximity also made Brookline attractive to wealthy Bostonians looking for weekend and summer country retreats. Two of these early estate owners expanded their lands into small communities for friends and relatives – Longwood and Cottage Farm. These were the first planned neighborhoods in Brookline.

The arrival of the Boston and Worcester Railroad in Brookline Village in 1848 and the extension of Beacon Street through Town helped focus the year-round population at Brookline Village. America's second electric street car line opened on Beacon Street in 1889. The railroad and streetcar drew Brookline closer to Boston, creating a market for the subdivision of many older estates and farms. The first apartment buildings in Brookline were built in the 1880s, and by World War I, Beacon Street was lined with luxury apartments and Brookline was known as the "town of millionaires." Estate development continued in central and southern Brookline, but as car ownership became more widespread by the 1930s much of South Brookline land was subdivided and many of the remaining estates were transferred to institutional owners after 1950. Brookline's transformation from farm to suburb meant that, unlike many other Massachusetts towns, it never had significant industrial areas. While this transformation was occurring, Brookline retained significant open spaces and preserved ties to its earliest beginnings as a farm settlement. Brookline became a pioneer in the preservation of land for open space and recreation, creating the nation's first public playgrounds in 1871 and the first country club in 1882, and the Muddy River was integrated into Olmsted's Emerald Necklace. Allandale Farm has remained a working farm in the hands of descendants of an early land grant recipient. And the Town retains historic buildings from its early days through Victorian and later eras, many of which are listed in the National Register of Historic Places.

The evolution of Brookline has given a distinctive character to the Town's residential neighborhoods and its humanly-scaled commercial districts. The overlays of landscape and history form an intricate but robust network whose fundamental values and quality of life have persisted through change under the stewardship of many generations of Brookline citizens.

PLANNING EFFORTS

The Town has always had a strong tradition of planning for the future, and has moved in the past five years to better integrate CDBG and HOME funds into its overall planning work program. A new Comprehensive Plan for the Town is being completed at the same time as this Consolidated Plan, and serves as a framework for many of the planning decisions recommended herein. The new Comprehensive Plan emphasizes neighborhood planning, affordable housing development and economic development. The strategic plan included in the Consolidated Plan therefore emphasizes the same issues.

CONSOLIDATED PLAN PROCESS AND ADMINISTRATION

Lead Agency

The Department of Planning & Community Development will be the lead agency for implementation of the Consolidated Plan. This Department, established in 1999, implemented the previous Consolidated Plan, and serves as the primary planning body for the Town. By including the CDBG and HOME programs in this Department, the Town is better able to integrate these functions with its overall planning and development efforts. Since only certain parts of the Town are eligible areas for many CDBG and HOME programs, and since the Town funds both housing and community development

efforts in non-eligible areas with local resources, it is particularly important that these federal and local programs be coordinated in the same agency.

Consultation and Coordination with Others

In the Fall of 2004, the Town conducted a needs assessment to determine and propose priorities for housing, homeless, and non-housing community development needs. This process included a public hearing and outreach to Town departments, local businesses, and social service providers. In addition, the Town has been able to use the extensive public process for development of the Comprehensive Plan as a supplement to the formal needs assessment process. This process included more than ten public forums on planning needs in the community, as well as the ongoing participation of a Comprehensive Plan Committee made up of citizens and representatives from Town boards and commissions.

The Town participates in the West Metro HOME Consortium with several other towns and cities, and also participates in a Continuum of Care for the homeless with the City of Newton and the Town of Watertown.

The Department of Planning & Community Development will work closely with a number of Town commissions, committees and boards in implementing the Consolidated Plan. These include the following:

- ➔ **Brookline Housing Advisory Board (HAB):** The HAB, established by Town by-law in 1987, is responsible for advising the Board of Selectmen with regard to, and recommending policies and programs related to the preservation and creation of housing which is affordable to low and moderate income households, including for use of CDBG and HOME funds. The HAB consists of seven members, five of whom are appointed by the Board of Selectmen, one from the Planning Board, and one from the Brookline Housing Authority. The HAB is staffed by the Department of Planning & Community Development.
- ➔ **Brookline Housing Authority (BHA):** The BHA is a five member authority elected directly by the public. The BHA's mission is to own and operate Brookline's public housing stock. The largest owner of affordable housing in Brookline, the BHA also administers the Section 8 voucher program.
- ➔ **Brookline Health Department:** The Health Department is responsible for the enforcement of standards for safe and sanitary housing in the Town. In this capacity it is responsible for all lead paint assessments, inspections, screening programs, and the enforcement of required lead paint abatement. It is also the reporting and monitoring agency for any AIDS cases in the Town. Health Department staff also monitor the activities of any homeless or potentially homeless people in Town. The Health Department generally serves as the initial contact for any homeless person requesting services.
- ➔ **Brookline Council on Aging:** The Council on Aging operates five multi-service centers, three in elderly housing development and two at local schools. All five offer counseling, information and referral services, and some offer hot lunches on weekdays. Transportation for the elderly is provided by and Elderbus and a taxi discount program that has been funded by CDBG through local cab companies. A regional elder service agency, the West Suburban Elder Services, administers state and federally funded services to elders and provides home health care. The Council on

Aging also assists the elderly with limited home health care services, and cooperates with the Town's Recreation and Health Departments and the Town library to provide access to other services to the elderly.

- ➔ **Brookline Community Mental Health Center (Brookline Center):** The Brookline Center works in partnership with the Massachusetts Department of Public Health (DMH) to provide help to Brookline residents at high risk of hospitalization. The Brookline Center provides counseling and prescription medications, and operates a supervised community residence to enable their clients to function in the community.
- ➔ **Brookline Improvement Coalition, Inc. (BIC):** BIC is a local non-profit housing development corporation that serves as the Town's Community Housing Development Organization (CHDO). BIC's mission is to further housing opportunities in Brookline, particularly for low and moderate income households. BIC works closely with Town housing planners to ensure that opportunities to develop or retain affordable units are not missed.
- ➔ **Brookline Department of Public Works:** The DPW is responsible for the design and construction of many of the Town's CDBG funded non-housing community development programs, such as making improvements to public facilities to meet the requirements of the Americans with Disabilities Act, and renovation and reconstruction parks and streets in eligible areas.
- ➔ **Brookline Preservation Commission:** The Preservation Commission is responsible for preserving the Town's historic structures and landscapes, through the Local Historic District By-laws, the Demolition Delay By-law, and state funded research and improvement projects. The Preservation Commission is staffed by the Department of Planning & Community Development.
- ➔ **Community Development Block Grant Committee:** The Community Development Block Grant Committee works with the Department of Planning & Community Development and the Board of Selectmen in reviewing applications for CDBG funds.

Citizen Participation Plan

The Town originally adopted a Citizen Participation Plan as part of the Consolidated Plan for Fiscal Years 1995 through 2000. This Citizen Participation Plan has been very successful in ensuring public input into decisions made for these programs, and no changes are proposed at this time. It is provided at the end of this document.

Assessment of Strengths and Gaps in the Delivery System

The institutions described above, as coordinated through the Department of Planning & Community Development, are capable of implementing the housing, social service, and other community development programs outlined herein. If a gap in a delivery system should occur, it will be identified and eliminated as part of the normal process of providing these programs and rectified through amendment of the Consolidated Plan (if needed) or the development of appropriate programs in future One Year Action Plans.

1. HOMELESSNESS

1.A. HOMELESS NEEDS

Although many may equate homelessness with poverty, people are homeless due to other factors such as mental illness, alcohol or other drug abuse, lack of housing, financial resources, and coordinated community support systems. Homelessness for many is a short-term event, whereas for those defined as “chronic”, this is pervasive or reoccurring.

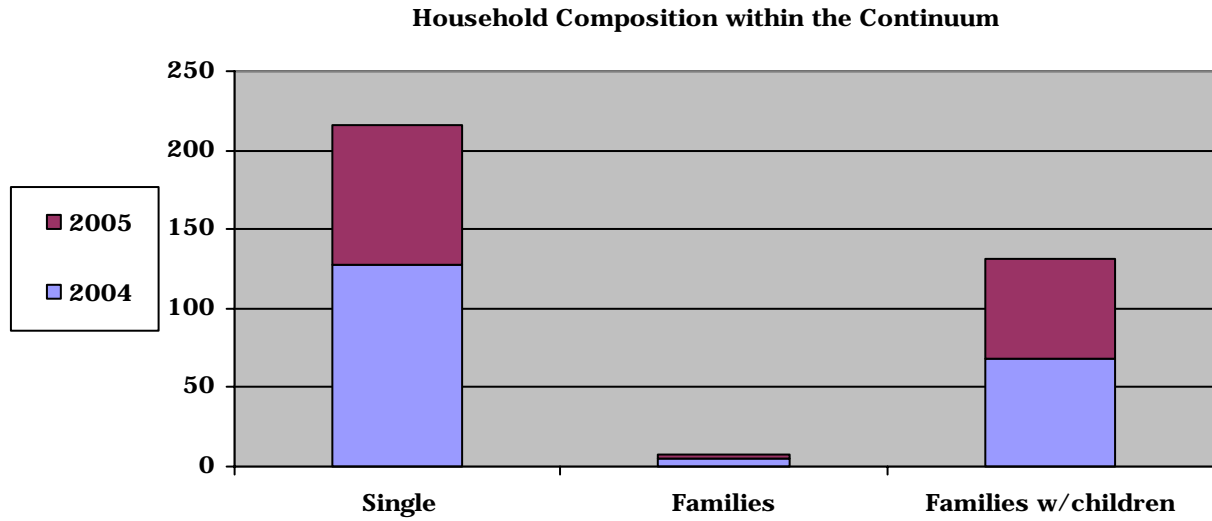
The Town of Brookline, in collaboration with the cities of Newton and Watertown, is part of a small Continuum of Care developed to help prevent homelessness, allay any immediate crises the homeless may experience, and assist homeless people to stable, full lives. The Continuum consists of a network of local governments, non-profits, financial institutions, state agencies, and service providers. It has endeavored to act with compassion, flexibility, and collaboration to meet homeless needs and assure available resources are used discerningly. As issues emerged within the member communities, new planning processes were undertaken to identify strategies to address gaps in the Continuum. Guided by the belief that every person should have a place to live, the mission of the Continuum is to provide a comprehensive and coordinated approach to address the needs of homeless families and individuals and people at risk of homelessness.

1.B. HOMELESS INVENTORY

The Continuum conducts an annual update to identify housing needs, services, and gaps. On January 27, 2005 a point-in-time survey was sent to all housing and service providers within the Continuum, and to individuals identified as homeless. What the Continuum found was:

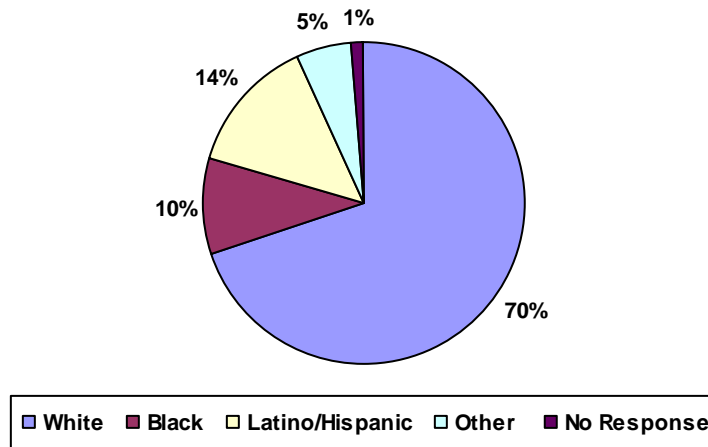
- There were a total of 191 identified homeless persons (which included those in families, single adults, and unaccompanied youth) living in shelters, transitional, or permanent housing. Within Brookline:
 - ❖ 92 homeless persons were identified (48% females, and 52% males)
 - ❖ 7 were chronically homeless
 - ❖ People with mental illness or alcohol/other drug abuse tended to make up the largest proportion of those homeless. It is estimated that two-thirds of the homeless population suffer from alcoholism.
 - ❖ 60% or 55 were living in emergency/transitional shelters/housing.
- Needs among the populations varied and require different service systems.
- Based on individual disabilities and the various reasons for homelessness, the types of services varied, but overall fell into the areas of economic and financial loss, eviction and displacement, and family crisis.

- Homeless persons identified included those who were single, families with children, and persons homeless with spouse/life partner:

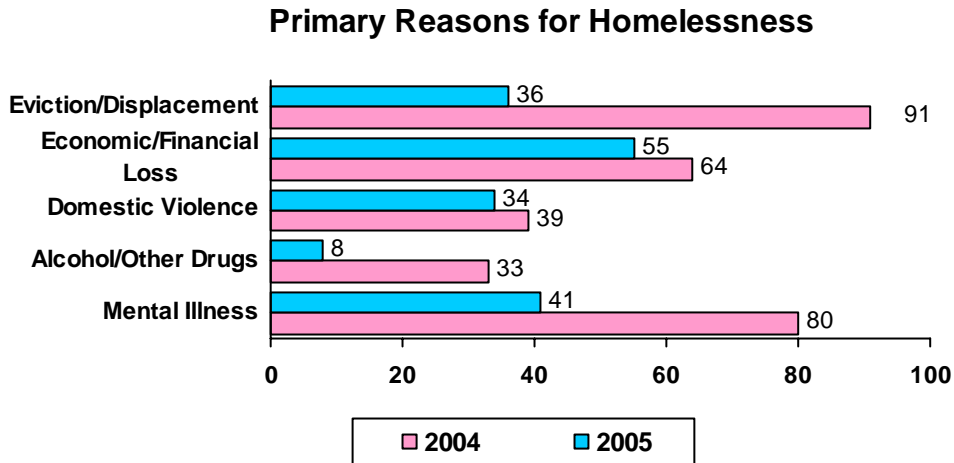


- Racial composition:

Homeless Population January 2005 by Race/Ethnicity



- Primary reasons for homeless: Comparison between 201 homeless persons surveyed in 2004, and 191 homeless surveyed in 2005 (note that many individuals are “dual-diagnosis”, or are homeless for more than one reason, and therefore the numbers do not add up to the total number surveyed):



Chronic Homelessness

Within the Continuum, 23 individuals were identified last fiscal year as being chronically homeless, six from the Town of Brookline. Within the Town of Brookline there are strong indicators that over time the “other” homeless will fall into the HUD definition of chronically homeless – “an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more or has had at least four episodes of homelessness in the past three years; to be considered chronically homeless a person must have been on the streets or in an emergency shelter during these stays”. Nevertheless, permanent supportive housing has been successfully provided for those that have been chronically homeless by service providers such as Pine Street Inn and VinFen. These agencies both provide permanent housing shelters located in Brookline, which serve the Continuum with housing for 30 and 10 persons respectfully, who meet the aforementioned HUD definition.

As of January 2005, there were seven chronically homeless persons in Brookline. Some had lived in Brookline at one time or another and some preferred to spend their days in Brookline but return to Boston at night. While the point-in-time numbers from last year to this year hardly changed, increased attention to chronic homelessness has resulted in more such individuals being identified and assisted over the course of the year, with the Town providing what services it can to these people when they are in a crisis situation, request help, or ask for a referral to a shelter. The Town will continue to monitor these persons to give this homeless population all the help that they will accept voluntarily. It is expected that improved outreach and assessment across the three municipalities over the next year may identify more such individuals to be assisted; however the total number of chronically homeless is still likely to remain small.

1.C. PRIORITY HOMELESS NEEDS

The point-in-time survey described above helped identify the number of homeless within the three communities at that date. The communities within the consortium attempted to gather information on the homeless population served by providers in their individual service areas. All three communities were covered in the original survey and the information for the Town was extracted from the survey data. The data derived from this and other analyses was also used to produce Tables 1A and 1B for Homeless and Special Needs Populations and Special Needs for the Non-Homeless.

Of the 191 respondents, 92 (48%) were from shelters located in the Brookline community, compared to 42% found last year. These results showed three major reasons for homelessness due to economic/financial loss 59.8%, mental illness 44.6%, eviction or displacement 39.1%, and domestic violence 33.7%, with overlapping results due to dual diagnoses. Among the homeless persons surveyed the subpopulations were composed of single persons, families – most of which were single-parent, young adults, and elders-4.3% of which were veterans.

Utilizing the results from the point-in-time survey and housing inventory update, the Continuum of Care was able to determine the amount of unmet need for emergency shelter, transitional housing, and permanent supportive housing for the homeless. As part of the McKinney-Vento Competition, a gaps analysis chart was prepared to cover the Continuum communities. What the chart below shows is that given the network of housing and services, local support, and efforts to actively end and eliminate homelessness, that even with these collaborative efforts, need still exists. The need for shelter and permanent supportive housing for homeless families is less than that of homeless individuals. Affordable permanent supportive housing (particularly for those with incomes at or below 30% of median family income) is still a challenge. However, these families are not necessarily challenged at achieving long-term housing stability without a special supportive service component.

Housing Gaps Analysis Chart

		Current Inventory in 2004	Under Development in 2004	Unmet Need/Gap
INDIVIDUALS				
Beds	Emergency Shelter	15	0	5
	Transitional Housing	4	0	5
	Permanent Supportive Housing	117	5	50
	Total	136	5	60
		Current Inventory in 2004	Under Development in 2004	Unmet Need/Gap
PERSONS IN FAMILIES WITH CHILDREN				
Beds	Emergency Shelter	154	0	15
	Transitional Housing	83	0	0
	Permanent Supportive Housing	12	0	15
	Total	249	0	30

Through the Continuum a vast array of housing and supportive services are provided to the homeless populations of Brookline, Newton, and Watertown. Some of the supportive services currently in place through the Continuum of Care include on-site case management for families, and homeless people with disabilities at local shelters and transitional programs where they are staying; in addition to stabilization services once people are moved into permanent supportive housing to assist them with settling into their homes. Life-skills development is also another service provided to persons in transitional and permanent housing residencies through one-on-one counseling and group workshops to help adjust to independent living. Alcohol and drug abuse, mental health, and AIDS-related treatment; adult basic education – ESOL and GED preparation classes – employee assistance, child care, and transportation are a few of the channels through which assistance is given to homeless individuals in emergency shelters, transitional shelters, and permanent/supportive housing facilities.

1.D. HOMELESS STRATEGIES

As a coordinated effort among member communities, the Continuum strives to move forward in its strategies to reduce and end homelessness. Through streamlining and improving the planning process, city planning expertise and resources have been maximized between the three communities. A planning committee is the lead entity, and the City of Newton acts in coordination with the Brookline-Newton-Watertown Homelessness Consortium and the Town of Brookline Office of Planning and Community Development. In the past year, the outcome to this planning process has resulted in well-coordinated and unduplicated efforts to distinguish this Continuum in its accomplishments and its formulation of specific strategies to reduce and eliminate homelessness among the three communities of Brookline, Newton, and Watertown. It has always been the Continuum's aim to provide a range of housing and services to support homeless people through their transition by using three fundamental components: prevention, outreach, and supportive services. The wise use of resources and the Continuum's ability to coordinate and creatively use such given the vast array of partners needed to undertake these strategies is the challenge.

A key to the Continuum's strategy and vision for the next five years is the continuance of a strong prevention component and stock of permanent supportive housing. The Continuum realizes that the fundamental components/ elements of the strategy must be flexible so that services and housing support people as they transition. Granted persons will not need all the types of services available, every effort will be made to make certain that all types of service are available as needed. As such, elements developed by the Continuum to successfully respond to homelessness among the member communities will include prevention, outreach, emergency shelter, transitional housing, and permanent and supportive housing, supportive services. The Continuum will therefore direct its progress to achieve this through performance measures that demonstrate measurable levels of output (quantifiable products or volume of service provided), outcome (benefits derived by clients), and delivery (cost/time per unit of service).

Over the past year the Continuum of Care has reorganized its planning process, making it more effective at forwarding a strategy to reduce and eliminate chronic homelessness. Though the Continuum struggles to overcome such obstacles as a loss of federal housing resources due to a freeze on Section 8 vouchers which has caused individuals to remain in shelters much longer than in the past; as well as a lack of resources for supportive services to be offered in conjunction with housing which have always been limited, strides continue to be made each year. In its reorganization process the Continuum has developed a five-part strategy to address and end this growing national epidemic centered around maintaining and expanding their two primary assets: a strong prevention infrastructure and an extensive stock of permanent supportive housing. This process includes:

- **Planning and coordination** efforts by a recently created Planning Committee assisted by the City of Newton that has begun discussions with the Metro West Consortium to develop a joint ten-year plan to end all homelessness, with a priority to ending chronic homelessness;
- **Data collection** through an annual point-in-time survey of sheltered and unsheltered homeless persons that has been critical in gathering information regarding disabilities and length of homelessness in order to better enumerate this subpopulation;
- **Prevention** measures put in place to respond when disabled individuals are in crisis and at risk of losing their housing, including: psychiatric crisis intervention; short-term respite care; case management; financial assistance with rent and utility arrearages and relocation; legal services; eviction prevention; and stabilization services for those transitioning to housing;
- **Outreach, assessment, and efforts to access mainstream resources** by taking effective and proven methods and protocols being used by providers in some communities and replicating them in all three of the Continuum communities.
- **Permanent supportive housing** is the Continuum's greatest asset in preventing and reducing chronic homelessness. Its extensive stock of 320 permanent supportive housing units operated by nonprofit organizations for people with disabilities, of which 129 are specifically targeted to homeless people. A total of 72 tenants have been documented as chronically homeless prior to entrance into housing (55 in homeless-targeted units, 17 in other permanent supportive housing units).

The Continuum's strategy is to maintain and continue to add to this housing stock, and prioritizing projects that create housing for the chronically homeless when applying for the McKinney-Vento funding. As part of its streamlined planning process, the Continuum will also improve coordination of information on vacancies in permanent supportive housing units, by facilitating better linkages between homeless services providers and owners of mainstream permanent supporting housing to improve access for the chronically homeless.

TABLE 1.A.: HOMELESS GAP ANALYSIS & HOMELESS POPULATION/SUBPOPULATION

Individuals

	Shelter	Estimated Need	Current Inventory	Unmet Need/ Gap	Relative Priority
Beds/ Units	Emergency Shelter	44	4	40	Low
	Transitional Housing	25	23	2	High
	Permanent Housing	61	49	12	Low
	Total	130	76	54	
Estimated Supports Services Slots	Affordable housing	121	45	76	High
	Alcohol/drug abuse treatment	42	10	32	Medium
	Mental illness treatment	111	77	34	High
	Job skills training	34	10	24	Medium
	Life care skills training	110	80	30	Low
	Counseling	68	50	18	High
	Short term/mortgage assistance	1	0	1	Low
	Other	4	0	4	Low
Estimated Sub-populations	Chronic Substance Abusers	33	6	27	Medium
	Seriously Mentally Ill	87	67	20	High
	Dually-diagnosed	27	10	17	High
	Veterans	6	0	6	Medium
	Persons with HIV/AIDS	1	0	1	Low
	Victims of domestic violence	30	17	13	High
	Youth	55	25	30	High
	Other	13	0	13	Low

Persons in Families with Children

		Estimated Need	Current Inventory	Unmet Need/ Gap	Relative Priority
	Shelter				
Beds/ Units	Emergency Shelter	20	0	20	High
	Transitional Housing	26	13	13	Low
	Permanent Housing	20	0	20	High
	Total	66	13	53	
Estimated Supports Services Slots	Affordable housing	25	0	25	High
	Alcohol/drug abuse treatment	7	0	7	Medium
	Mental illness treatment	9	0	9	High
	Job skills training	15	3	12	High
	Life care skills training	6	0	6	Low
	Counseling	13	0	13	High
	Short term/mortgage assistance	3	0	3	Low
	Other	9	0	9	Low
Estimated Sub- populations	Chronic Substance Abusers	5	0	5	Medium
	Seriously Mentally Ill	5	0	5	High
	Dually-diagnosed	8	0	8	High
	Veterans	4	0	4	Medium
	Persons with HIV/AIDS	0	0	0	Low
	Victims of domestic violence	5	0	5	High
	Youth	0	0	0	High
	Other	2	0	2	Low

2. SPECIAL NEEDS POPULATIONS – OTHER THAN HOMELESS

2.A. SPECIAL NEEDS POPULATIONS

2.a.1. Persons with HIV and AIDS

Persons referred to, or identified by, the Brookline Health Department as being HIV positive are generally not homeless or in danger of being homeless. Although HIV/AIDS is still an epidemic that challenges the nation and world as a whole through public education, prevention, and new improved therapies there has been a decline in the number of persons diagnosed. Healthy Brookline Volume VI reported that as of October 2001, the Town of Brookline HIV/AIDS rate was 156 per 100,000 persons - compared to Boston with 651 per 100,000, and the state of Massachusetts at 206 per 100,000. As of that date, there were only 44 cases of HIV infections and 45 cases of AIDS within the Town. To date there has been no indication in the point-in-time surveys conducted on homelessness that indicated homelessness by Brookline residents due to being HIV positive.

In an effort to promote better health and disease prevention, the Town's Department of Public Health has set goals for 2010 to meet needs and track progress with respect to HIV/AIDS:¹

- Reduce AIDS among adolescents and adults to no more than 1 new case per 100,000 persons
- Reduce the number of new AIDS cases among adolescent and adult men who have sex with men to no more than 13,385 new cases
- Reduce the number of new AIDS cases among adolescent and adult men who have sex with men and inject drugs to no more than 1,592 new cases
- Reduce deaths from HIV infection to no more than 0.7 deaths per 100,000 persons.
- Increase the proportion of sexually active person who use condoms to 50%
- Increase the proportion of adults with TB who have been tested for HIV to 85%

It is unlikely that the Town will commit formula grant funds to meet these needs or track progress of HIV/AIDS cases given the diminutive number throughout the Town.

2.a.2. Veterans

On an average the Town maintains three hundred case files, assisting veterans with outreach, education, medical treatment, VA claims, counseling, or financial assistance. Veterans are assisted whether homeless or in need of service with addressing these needs. There is no one specific type of veteran who has a need or seeks assistance. The Town has seen a mix of these clients with alcohol and chemical dependency, to those who - because of age and finance - cannot make ends meet. All veterans who are receiving benefits are monitored day-to-day to ensure that they are on course with their treatment plans, be it drug/alcohol counseling, psychiatric/psychological visits or medication. For

¹ Source: Healthy People 2010: Understanding and Improving, MassCHIP v2.7 r259.0, 1/28/2002

aging veterans with mental health problems, the Town works with the Brookline Mental Health Center, Council on Aging, and the VA Outpatient Program to assure the array of services needed are provided.

Other programs which are critical to addressing needs and maintaining the well being of veterans include:

- Approval of all Veterans' Benefits by filing precise claims to the Boston Veterans Services Department
- Financially assisting Brookline Veterans and their families in their time of need.
- Coordinating with the VA Hospitals in getting proper medical treatment for Veterans in need of outreach counseling and mental health assessments.
- Aiding veterans with employment searches and help enroll them in technical training classes at the New England Shelter for Homeless Veterans.
- Receiving donations of clothing, furniture and medical equipment for disabled veterans that are forwarded to Pine Street Housing in Brookline and the VA Hospital.
- Filing VA Claims for non-service and service connected disabilities, burial allowances, widow's pension, and educational benefits.

2.a.3. Victims of Domestic Violence or Serious Family Problems

Domestic violence has been defined as a crime with many aspects, that often forces battered women to choose between homelessness and staying in an abusive relationship. Homeless parents, specifically mothers, have repeatedly indicated that the reason for leaving their last place of residency was due to domestic violence. Other connecting problems such as shelter, social isolation, poverty, diminish work opportunities, affordable health care, mental illness, etc. must be faced by those victims.

If an order to vacate is issued, the Brookline Police Department will supervise its execution. A majority of the time, the batterer will leave and the family remains at home. However, if a batterer has no place to go, he/she may be referred to a shelter. Although a batterer vacates, control of the victim still may take place. This control is often defined as intimidation; emotional abuse; economic control of finances; manipulation of children; isolation from support systems; or threats.

The Brookline Center, the Town's mental health facility, offers an array of comprehensive services that meet the needs of individuals and families suffering stress as a result of domestic violence, homelessness, parental neglect, mental illness, divorce or separation, or substance abuse. Within the last year they have expanded their consulting and educational services to focus additional emphasis on the issue of domestic violence and abusive relationships. A Domestic Violence Round Table was conceived, with the Center playing a key role. It is comprised of town and community agency staff, and private individuals concerned with the issues evolving around family violence. The Center also provides consultation to this group for referral, counseling, and/or mediation service where such are needed.

Another vital service provided by the Brookline Center is the New Pathways Emergency Shelter program. In collaboration with a host of Brookline homes, the Center is able to offer high risk teens short term temporary foster care. Last year the program served 42 teens, in addition to temporary housing placement for up to ten needing shelter, with referral and counseling services to Brookline agencies and groups. Through the Continuum of Care, the Brookline Center has used McKinney-Vento Homeless funding for the Center's transition to Independent Living Program. In occupancy for over two years, it provides housing and life skill training for four homeless young men ages 16 to 20. As of the beginning of the calendar year, nine young men had been housed in a four bedroom unit with accompanying housing subsidies that is provided to the Center by the Brookline Housing Authority specifically for this program.

REACH, another service provider committed to advancing safety, healing and empowerment to those who experience domestic and relationship violence through prevention, invention, and advocacy, is providing the Town with a comprehensive package of direct service through community advocacy and hotline services to victims of the crime of domestic violence. The agency's goal is to reach out to call victims of domestic violence and provide sensitive and appropriate services to assist them in establishing lives free of violence. Community advocacy is presently provided in Brookline through a variety of community-based services: court advocacy, weekly support groups, and one-on-one advocacy services. The 24-hour hotline is the foundation of REACH's work, providing a vital first-link to services for victims experiencing violence from a current or former intimate partner. It also serves as a resource for social services and community agencies who may be working with a victim of abuse, and need resource information and advocacy planning support.

2.a.4. Elderly

The Brookline Council on Aging conducted a survey of 302 elders over the age of 85 in 1999 and found that the three greatest needs were transportation, home care, and affordable housing. In 2001, Springwell, the area Agency on Aging that receives federal funding under the Older Americans Act to disburse services to elders in eight communities including Brookline, found in a recent needs assessment four key needs identified by older adults. The elderly needs identified were transportation, affordable housing, home care, and paying for medication. Since individuals are living longer, they are drawing on fewer resources while requiring new service needs. To meet this ever growing need, independent senior housing facilities and the Brookline Housing Authority have incorporated both health care and other supportive social services, particularly for the low- and very low-income, into their developments because of the associated illnesses and impairments due to living longer.

The Brookline Council on Aging works with a limited number of elderly persons per year who are or are at risk of becoming homeless. This is not due only to lack of income, but also to the health of disabled, mentally ill, visually impaired and frail elderly who may require a range of specialized services. Increasingly, staff in subsidized elderly developments are identifying and assisting, those who are quietly failing and in need of services. Census data indicated that there was an immediate need for at least 950 units of subsidized elderly housing in Brookline, especially elderly housing with assisted living

services for the special needs elderly population as reported by the Town's Council on Aging. In 2000, in addition to 17 affordable assisted living units under the Town's inclusionary zoning by-law and a nine-unit building developed specifically for homeless elders, Brookline began to make strides to meet the needs of its special this elderly population.

Based on information gathered from needs assessments provided by Springwell and the Council on Aging, the Town has been able to confirm that there is a need for supportive services for the frail elderly in existing rental housing. In an effort to make necessary provisions, many agencies within Brookline have created vital assistance programs to minimize the identified disparities among the elderly populace. Transportation has consistently been the number one need on elderly needs assessments with that of home care for the frail elderly. With this in mind, the Brookline Elder Taxi System was designed to provide low and moderate-income elderly residents in the Town of Brookline with a 50% discount on cab fares. Typically up to 800 elders participate yearly in this program that are dependent on transportation services as means to access needed medical appointments, grocery shopping, social settings, banking, and other important needs. In addition, the Home Escort Linkage Program (HELP) provides elders, especially those who may be disabled or limited in mobility, with home care assistance in executing essential everyday tasks that many frail elders are no longer capable of performing. Elders are matched with trained, supervised workers who assist in laundry, light housekeeping, escort to appointments, companionship and errands.

For those elderly facing more challenging physical and physiological disabilities such as severe mental illness, vision impairments, and alcohol/other drug abuse, the Visually Impaired Elders program and the Brookline Community Mental Health Center offer a variety of comprehensive services in an attempt to close the gaps between need and current inventory in the elderly community.

Serving elders aged 60+ who are at risk of losing their independent living status due to significant sight loss, the Brookline Visually Impaired Elders project, overseen by the Massachusetts Association for the Blind (MAB), also make strides to eradicate many unmet need gaps. These services are designed to help them adjust to sight loss with dignity, and they include: in-home rehabilitation services, volunteer services, information and referral, peer support groups, telephone support calls and educational outreach presentations. Central to this project is Home Independence Skills, a short-term rehabilitation program for visually impaired seniors. Their Rehabilitation Team visits a number of Brookline seniors in need of special help in their apartment, home or nursing home situation.

2.B. PRIORITY SPECIAL NEEDS

The goals and objectives outlined in Section 5 below identify the priority special needs for the community. These priority special needs are based on the analysis above and the Town's Comprehensive Plan. They also take into account the ability of federally funded programs to address special needs in Brookline.

2.C. SPECIFIC OBJECTIVES

Specific objectives for special needs populations are outlined in Table 1.c., and are also listed in Section 5.

Table 1.B.: Special Needs (Non-Homeless) Populations

Subpopulations	Priority Need, High, Medium, Low, No Such Need	Unmet Priority Units	Estimated Dollars to Address	Goals
Elderly	High	443	\$1,200,000	443
Frail Elderly	High	498	\$950,000	400
Severe Mental Illness	High	41	\$620,000	21
Developmentally Disabled	Medium	25	\$575,000	25
Physically Disabled	Medium	378	\$950,000	200
Persons W/Alcohol / Other Drug Addiction	Low	25	\$895,000	15
Persons w/HIV/AIDS	Low	89	\$275,000	25
Other:				
Youth	High	90	\$710,000	65
Victims of Domestic Violence	Medium	50	\$485,000	35
TOTAL:			\$6,660,000	

TABLE 1.C.: SUMMARY OF SPECIFIC HOMELESS/SPECIAL NEEDS GOALS

Goal #	Specific Goals	Outcome Indicators	Expected Units
	<i>Homeless Goals</i>		
1.1	Increase stock of permanent supportive housing to reduce homelessness	Units	32
1.2	Provide emergency and transitional shelter for homeless persons	Persons	75
1.3	Provide outreach and supportive services to homeless persons	Persons	300
	<i>Special Needs Goals</i>		
2.1	Provide victims of domestic violence with transitional housing, counseling, and other support	Persons	100
2.2	Provide the elderly with transportation to remain living independently and remaining active in their community	Persons	1000

3. AFFORDABLE HOUSING

3.A. HOUSING NEEDS

This section describes the housing assistance needs for family and non-family households that both own and rent their homes in Brookline by income group. (See Table 1). This table is based on the Comprehensive Housing Affordability Strategy (CHAS) databook published by the U.S. Department of Housing and Urban Development, which is in turn based on the 2000 U.S. Census Data. 'Any Housing Problem' is defined as housing cost burden being greater than 30% of household income, overcrowding, and/or without complete kitchen or plumbing facilities.

Out of a total of 25,619 households, 14,064 (54.9%) are renters and 11,555 (45.1%) are owners. According to the CHAS data, 34.1% of all households have some type of housing problem, including 31.7% of all Brookline households with a housing cost burden of over 30% of their gross income and 15.5% of all households with a cost burden of over 50% of their gross income. While the high cost of housing affects households at all income levels, the cost burden for households below 80% of Median Family Income (MFI) is significantly higher than for households earning above 80% of MFI. Of these, more than 60% of all households earning 80% or below of MFI pay 30% or more of their income towards housing costs. In addition, renter households are disproportionately affected. 38.9% of all renter households paying more than 30% of household income towards housing costs, while only 23% of all owners pay more than 30% of their incomes towards housing. For this reason, Brookline focuses its housing policy on creating opportunities for low and moderate income renters.

3.a.1. Needs of Extremely Low-Income Households (Household Income 0 to 30% of Median Family Income)

There were a total of 3,294 extremely low-income households in Brookline according to the CHAS 2000 data. Even with a significant portion of this group being served by the Town's affordable housing stock, 66.2% of these still identify as having housing problems, with 62.7% are paying 30% or more of their income for housing. 50.9% are under the severe cost burden of paying 50% or more of their income for housing.

Of these 3,294 households, only 465 are owners, and of these, 217 owners are elderly. In this income category, a total of 2,144 (48.5%) renters pay more than 50% of their incomes towards rent and a total of 594 (65.8%) of all homeowners pay more than 50% of their incomes towards housing costs.

Two smaller segments of the extremely-low income population are particularly in need: elderly homeowners, where 93.1% of them report housing problems, and among these, nearly all (83.1%) have a cost burden greater than 50%. The other segment is large related household renters, where 100% of these report some sort of housing problem, either paying more than 30% of income towards rent and most likely overcrowding. At the same time, the relatively small numbers of these two population categories suggest that both very low-income elderly homeowners as well as very low income larger families who rent face difficulties finding appropriate, affordable housing in Brookline.

Housing Problems Output for All Households - Brookline

	Renters					Owners					
Household by Type, Income, & Housing Problem	Elderly 1 & 2 member households	Small Related 2 to 4 member households	Large Related 5 or more member households	All Others	Total Renter	Elderly 1 & 2 member households	Small Related 2 to 4 member households	Large Related 5 or more member households	All Others	Total Owner	Total Households
Household Income <=50% MFI	1,337	928	67	2,088	4,420	435	212	4	252	903	5,323
Household Income <=30% MFI	813	537	18	1,461	2,829	217	94	0	154	465	3,294
% with any housing problems	60.8	72.3	100	62.8	64.2	93.1	57.4	N/A	70.8	78.5	66.2
% Cost Burden >30%	57.1	61.1	77.8	61.5	60.2	93.1	53.2	N/A	70.8	77.6	62.7
% Cost Burden >50%	33.1	54.7	0	55.4	48.5	83.9	53.2	N/A	48.1	65.8	50.9
Household Income >30% to <=50% MFI	524	391	49	627	1,591	218	118	4	98	438	2,029
% with any housing problems	66.6	73.7	69.4	89	77.2	72.9	91.5	100	59.2	75.1	76.8
% Cost Burden >30%	66.6	68.5	8.2	89	74.1	72.9	83.1	100	49	70.5	73.3
% Cost Burden >50%	46.8	56	8.2	66.2	55.5	63.8	74.6	100	38.8	61.4	56.8
Household Income >50 to <=80% MFI	329	518	24	848	1,719	265	260	67	200	792	2,511
% with any housing problems	54.7	68.1	58.3	74.2	68.4	52.1	89.2	70.1	53.5	66.2	67.7
% Cost Burden >30%	54.7	67.4	41.7	73	67.4	52.1	89.2	64.2	48.5	64.4	66.4
% Cost Burden >50%	27.4	24.9	0	36.4	30.7	20.4	59.2	29.9	13.5	32.2	31.2
Household Income >80% MFI	673	2,453	202	4,597	7,925	1,946	4,966	650	2,298	9,860	17,785
% with any housing problems	25.3	20.9	58.4	19.4	21.4	14.5	16.4	16.6	17.3	16.3	18.5
% Cost Burden >30%	25.3	15.8	19.3	18.1	18	14.5	15	13.8	15.8	15	16.4
% Cost Burden >50%	4.5	0.2	0	1.3	1.2	3.5	2.7	0	3	2.8	2.1
Total Households	2,339	3,899	293	7,533	14,064	2,646	5,438	721	2,750	11,555	25,619
% with any housing problems	51	39.5	62.8	39.8	42.1	29.5	22.3	22.1	24.4	24.4	34.1
% Cost Burden >30	49.7	34.2	22.9	38.6	38.9	29.5	20.7	19	22.5	23	31.7
% Cost Burden >50	27.1	16.6	1.4	21.1	20.5	16.7	7.9	3.3	7.6	9.5	15.5

3.a.2. Needs of Low Income Households (Household Income Between 30% and 50% of Median Family Income)

There were 2029 low-income households in Brookline according to the CHAS 2000 data. As a group, 76.8% were identified as having housing problems, 73.3% were paying 30% or more of their income for housing, and 56.8% are under the severe cost burden of paying 50% or more of their income for housing. Of these 2029 households, 438 are owners, and of these, 218 are elderly.

74.1% of all renters in this income category pay over 30% of their incomes towards rent, with 55% of all renters paying more than 50% of their incomes towards rent. Cost burdens were even slightly higher for low-income owner households, but the aggregate number of households was significantly smaller. Overall, this category of low-income households experienced the highest cost burden of any income category.

3.a.3. Needs of Moderate Income Households (Household Income Between 50% and 80% of Median Family Income)

There were 2511 moderate income households in Brookline according to the CHAS 2000 data. As a group, 67.7% were identified as having housing problems, 66.4% are paying 30% or more of their income for housing, and 31.2% are under the severe cost burden of paying 50% or more of their income for housing. Of these 2511 households, 792 are owners, and of these, 265 are elderly.

Again, both renters and owners carry significant cost burdens for housing with more than 67% of all renters paying more than 30% of their incomes towards rent, while over 64% of all owners are paying more than 30%. Over 30% of both renter and owner households pay more than 50% of their incomes towards rent.

3.a.4. Needs of Middle Income Households (Household Income Above 80% of Median Family Income)

There were 17,785 households earning above 80% of Median Family Income in Brookline according to the CHAS 2000 data. As a group, 18.5% were identified as having housing problems, 16.4% are paying 30% or more of their income for housing, and 2.1% are under the severe cost burden of paying 50% or more of their income for housing. Of these 17,785 households, 9,860 are owners, and of these, 1946 are elderly.

The segment within the middle income population with the most glaring needs is elderly renters, with over 25% of these households paying more than 30% of their income towards rent.

As the Brookline housing market becomes increasingly polarized between those low income residents supported by housing subsidies and upper income households who can afford market prices, there is an increasing need to serve middle-income households (up to 120% of MFI), which are served by few state and no federal sources of housing assistance other than certain mortgage programs offering favorable rates. The Town has included middle-income households within its inclusionary zoning by-law and housing trust policies, and expects to target to this group, over time, with a modest but increasing inventory of affordable rentals and condominium units.

3.a.5. Housing Needs of the Elderly

According to the Census, the number of seniors between the ages of 65 and 84 has decreased by over 5,000 in the past three decades, indicating that many elders have chosen to retire outside of Brookline. At the same time, the 85+ population has increased by 60%, indicating that a large segment of the elder population was aging in place.

An annual survey is conducted each year by the Brookline Council of Aging, the key organization for dealing with elderly issues and statistics. In the surveys conducted during 2002, 2003, and 2004, seniors ranked their needs according to the following criteria: 1.) transportation 2.) affordable housing 3.) affordable drugs 4.) affordable assisted housing.

Brookline has a total of 975 units of affordable rental housing that specifically serve the low-income elderly population. At the same time, according to the CHAS data, 1291 low and moderate elderly renter households pay more than 30% of their incomes towards rent, leaving a gap of at least 316 affordable elderly units needed to serve the needs of elderly with incomes of less than 80% of median income. This number could be greatly increased when we take into account the large number of low-income elderly households (498) who own their units, but also pay more than 30% of their incomes towards housing costs. Many of these households may be interested in affordable rental opportunities as well. In addition, a number of these 975 units may serve non-elderly disabled individuals, further increasing the need for affordable units serving Brookline's elderly population.

3.a.6. Housing Needs of Persons with Disabilities

According to the 2000 census, 11% of all Brookline residents, or a total of 4,275 individuals, aged 21 to 64 years have a disability and 36.9% of all residents, or a total of 2,422 individuals, aged 65 and over are disabled. Disability status is broadly defined by the current census to include blindness, deafness, or a severe vision or hearing impairment; a substantial limitation in the ability to perform basic physical activities; learning disabilities; difficulty in getting around inside the home or leaving the home; and difficulty working at a job or business.

The CHAS data more specifically focuses on households with mobility and self care limitations, which better defines the Town's need for specialized housing to serve the disabled population. In Brookline there are a total of 2,525 households with mobility and self care limitations. Of these, there are 1,029 renter households and 312 owner households that earn below 80% of area median income. Out of these, 572 (56%) low and moderate renter households and 195 (62.5%) low and moderate owner households experience some type of housing problem. This means that there is a current need of 767 units to serve this population, as reported in Table 2A. In terms of low-income elder households with mobility and self-care limitations, 53% of both renter and owner households from this subset report some type of housing problem.

In the Housing Market Analysis found in Section 3.c. of this document, group homes for mentally and physically disabled residents are discussed in greater detail. Overall, there are five privately run, non-profit group homes for physically and mentally disabled people in the Town as well as a number of privately-owned and operated condominiums that serve those residents with special needs. In addition, there are three BHA developments that specifically serve special needs as well as a number of units that are wheelchair accessible within their family and senior housing developments. The Town's

Housing Division works pro-actively with non-profit developers to create new group homes and lodging houses that can serve this population.

3.a.7. Housing Needs of Persons with HIV/AIDS

As of October 2001, there were 44 cases of HIV infections and 45 cases of AIDS in the Town of Brookline. The Town of Brookline itself does not engage in case management on the issue of HIV/AIDS, but with the proximity to Boston and its world-class resources, most individuals with HIV/AIDS who live in Brookline choose to receive care outside of the Town or through their families. The Brookline Public Health Department provides information and referrals to people who possess HIV/AIDS, in particular the Fenway Health Community Center. Given this situation, the Town's various departments and service providers are in agreement that there is not a critical need for supportive housing for people with HIV/AIDS in Brookline.

3.a.8. Housing Needs of Single Persons and Large Families – Household Composition and Familial Status

The table below shows several significant trends in the population and types of households found in Brookline. The total population of the Town decreased only slightly over the past several decades, while the total number of households increased by over 12.2 %, indicating a large increase in the number of single person households, which reflects a regional trend. Overall, the total number of persons living in households remained almost constant but the average household size in the Town decreased steadily and significantly, from 2.47 persons in 1970 to 2.18 persons in 2000.

The most constant and significant increases were in the number of non-family households in Town (54.9% increase) and the number of householders living alone (13.6% increase). Family households with married couples showed a continued decline over this 30-year period, by a total of 13%. While single parent female-headed households remained fairly constant from 1970 to 1980, their numbers have declined rapidly in the past two decades.

Trends in Household by Type 1970 – 2000

(Source: U.S. Census)

	<u>1970</u>	<u>1980</u>	<u>1990</u>	<u>2000</u>	<u>% Change 1970 - 2000</u>
Total Population	58,689	55,062	54,718	57,107	-2.7%
Total Households	22,810	23,601	24,357	25,594	+12.2%
Family Households	14,183	12,148	11,691	12,227	-13.8%
Married Couples	11,304	9,266	9,064	9,833	- 13.0%
Female Headed Households	2,256	2,319	2,030	1,829	- 18.9%
Non Family Households	8,627	11,453	12,666	13,367	+54.9%
Householder Living Alone	8,267	8,383	9,421	9,395	+13.6%
Total Persons in Households	56,235	52,854	52,783	55,721	-.9%
Average Household Size	2.47	2.23	2.17	2.18	

The decrease in family households may be reflective of high housing costs, particularly for larger units needed to house families with children.

3.a.9. Racial or Ethnic Groups that have a disproportionately greater need

Brookline has continued to become more racially diverse over the past two decades, with nearly 20% of the Town's current population being non-white according to the 2000 Census. The fastest growing minority population is Asian, at nearly 12.8% of the total population – a much higher percentage than Boston proper or any other surrounding community.

Brookline continues to remain an ethnically diverse community, with over 26.6% of its residents being foreign born, more than half of whom entered the U.S. during the previous 10 years. In 2000, 29% of all Brookline residents aged 5+ lived in a home where a language other than English was spoken.

At the same time, according to the CHAS data Blacks, Asians, and Native-American non-Hispanics report disproportionately more housing problems than the population as a whole. Disproportionately greater need is defined when the percentage of persons in a category of need who are members of a particular racial or ethnic group is at least ten percentage points higher than the percentage of persons in the category as a whole. The CHAS data shows that Whites and Hispanics are the only racial groups that have no income segments of their population with a need of at least 10% points over the Brookline population as a whole.

It also appears that the segments of the minority population which have a disproportionately higher percentage of housing problems belong to the lower end of the income spectrum ($\leq 30\%$ MFI). This may indicate that Brookline's efforts at outreach for extremely low income minorities can still be improved. Currently, the Town's outreach efforts include advertisements of affordable housing opportunities in a variety of local minority newspapers, and establishing families with students in the METCO Program as a priority for affordable units available through the Town's inclusionary zoning program. The METCO Program supports children of color to attend Brookline public schools.

Housing Problems by Race
(Source: CHAS Data)

Race:	Total Population within Category:	Percent with Housing Problems:
Total Households	25,619	34.1%
White Non-Hispanic	20,917	31.8%
Asian Non-Hispanic	3,001	46.3%
Black Non-Hispanic	415	46%
Hispanic Households	712	37.2%
Native American Non-Hispanic	30	100%
Pacific Islander Non-Hispanic	14	28.6%

3.B. PRIORITY HOUSING NEEDS

Priority Housing Needs outlined in Table 2A clearly indicate that there is a critical need for affordable housing at all income levels in Brookline. As such, Brookline's affordable housing policies strive to serve a diverse range of incomes and households sizes, up to 110% of area median income. In order to remain a diverse community, the Town will continue to spend its federal affordable housing funds on households earning below 80% of median income, including elderly, small family, and other small households. In addition, because there are so few affordable 3+ bedroom units available for larger families, the Town will also encourage the creation of such serve larger low and moderate income households.

Federal funds will primarily be used to create new opportunities for low to moderate income renters, either to continue renting or to purchase their first homes. Since Brookline is a community with high housing values, existing homeowners are able to easily access funds to make needed repairs or rehab their units through private bank sources such as home equity lines of credit or loans. The Town has a housing policy that only uses federal funds to offer rehab assistance as an emergency measure to prevent homelessness for existing homeowners.

TABLE 2.A.: PRIORITY NEEDS SUMMARY

PRIORITY HOUSING NEEDS (households)		Priority Need Level High, Medium, Low		Unmet Need	Goals
Renter	Small Related	0-30%	High	389	8
		31-50%	High	289	6
		51-80%	High	353	7
	Large Related	0-30%	High	18	1
		31-50%	High	34	1
		51-80%	High	14	1
	Elderly	0-30%	Medium	495	10
		31-50%	Medium	349	7
		51-80%	Medium	180	4
	All Other	0-30%	Medium	918	18
		31-50%	Medium	558	11
		51-80%	High	630	12
Owner	0-30%	Medium	367	7	
	31-50%	Medium	330	7	
	51-80%	High	525	11	
Special Needs		0-80%	Medium	767	14
Total Goals					125
Total 215 Goals					125
Total 215 Renter Goals					100
Total 215 Owner Goals					25

3.C. HOUSING MARKET ANALYSIS

Brookline is a dense community, with an average of about 10,000 residents per square mile. The Town is essentially built up and the number of new housing units produced each year at this point is minimal. In addition, more than 83% of the housing stock was built before 1970. As a result of these factors, the Town's traditional identity as an economically diverse community is increasingly at risk.

Because of its location and proximity to Boston, the excellent reputation of the Town's school system, and the level and caliber of the services provided by the Town, Brookline is seen as a very desirable place to live. As a result, both rental and owner vacancy rates are practically non-existent and market rents for any type of rental unit are extremely high.

The overall number of housing units has increased by 35% over the past 40 years during the period between 1960 and 2000. But this increase is primarily due to the construction of many mid- and high-rise rental buildings, both market-rate and affordable, during the 1960's and 70's. In fact, permitting of new units has decreased substantially over the decade, primarily because the Town is built out. According to the Assessing Department, only 261 new units (both rental and homeownership) were created between 1998 and 2002.

It should also be noted that out of the 26,388 total housing units currently in Brookline, only 4,552 (or less than 18%) of these are single-family homes. At the same time, 75% of the Town's residential land is zoned for single-family residences, while only 11.6% is zoned for two-family residences, and 13.4% is zoned for multi-family buildings. This issue is discussed later in the Barriers to Affordable Housing section of this report.

While the majority of Brookline's households continue to be renters, the percentage of housing units that are renter-occupied fell during this same period, from 67% to 55%. This drop reflects the conversion of rental units to condominium ownership, which occurred mostly in the 1970's and 1980's and slowed to an average of about 140 units per year during the 1990's. By 2000 there were 7,743 condominiums in the Town.

3.c.1. Age & Type of Residential Buildings

The following chart outlines the total number of housing units there are by type of building as well as the percentage change for 1970 - 2000. It should also be noted that a total of 3,081 additional units have been added to the housing stock over the past 30 years. This represents an increase of 13.2% in the total number of housing units.

Housing Units by Type of Building
(Source: U.S. Census)

	<u>1970</u>	<u>1980</u>	<u>1990</u>	<u>2000</u>	% Chg <u>1970 - 2000</u>
1 unit detached	4306	4446	4389	4552	+5.7%
1 unit attached	705	807	1037	1040	+47.5%
2 units	2881	2473	2520	2726	-5.4%
3 or 4 units	3716	3656	3793	3926	+5.6%
5 or more units	11699	12987	13237	14136	+20.8%
Other	<u>0</u>	<u>0</u>	<u>379</u>	<u>8</u>	
TOTAL UNITS	23307	24369	25355	26388	+13.2%

During the past two decades, perhaps no other single phenomenon had such a significant and emotional impact on the Town of Brookline, than did the rapid and explosive conversion of existing rental units into condominiums. Between 1971 and 1978 master deeds were filed for 1,379 condominium units, and between 1979 and 1982 master deeds were filed for another 4,148 condominium units. While there were some new properties built during this period, the vast majority of these new condominium units were created by converting existing rental units into condominiums.

The impact of this phenomenon on the Town, and especially its low-income residents, was immediate. According to the 1980 U.S. Census there were 24,400 dwelling units in the Town. Between 1979 and 1982 slightly more than 17% of the Town's total housing stock was converted to condominiums. The percentage of housing units in the Town that were condominiums went from a negligible number to nearly 30% of the Town's current housing stock, resulting in the displacement of many low and moderate income renters who did not have the financial means to purchase.

Condominium Units
(Source: U.S. Census and Brookline Assessing Dept.)

	<u>1980</u>	<u>1990</u>	<u>2000</u>
Total Condominiums	2074	6492	7743
Owner Occupied	1556	4025	4956
Renter Occupied	518	1957	2787
% Owner Occupied	75%	67%	64%
% Renter Occupied	25%	33%	36%

3.c.2. Condition of Housing

The Town of Brookline has no master list of the percentage of housing stock that is substandard or does not pass Housing Quality Standards, nor does it do an annual survey for substandard housing. However, this issue is still addressed. The Public Health department keeps an annual record of complaints and orders it responds to, in terms of substandard housing. In FY 04 we handled 740 Housing inspections, issued 330 Order letters, performed 5 lead paint inspections, received 15 notices of lead paint removals, 110 Asbestos removal notices.

As for units lacking kitchen or plumbing facilities, the 2000 Census Data states out of 26,388 total housing units, 188 lack complete kitchen facilities, and 182 lack complete plumbing facilities.

3.c.3. Unit Size

Brookline has an extremely diverse housing stock, ranging from small studio and one-bedroom condominiums and apartments to large single-family houses. The issue is not availability of larger units to house families, but the affordability of these units for larger, low-income families. As housing costs have continued to rise, fewer units of any size are affordable for low-income families. Market rate 3-4 bedroom units and single-family homes are prohibitively expensive to low and moderate-income families, as is outlined in the Affordability section (3.c.4)

3.c.4 Overcrowding

According to the Census 2000, a total of 3.1% of all households live in overcrowded units. This represents a total of 801 households. HUD's definition of overcrowding is more than 1.01 persons per room. The percentage of overcrowded households in Brookline is similar to that of the Boston SMSA number of 3.2% and above the Massachusetts rate of 2.9%.

77% of Overcrowded households in Brookline are renter households or a total of 615 households. This represents a total of 4.4% of all renter households. The majority of these overcrowded renter households are between the ages of 25 and 54. In fact 6.3%, or a total of 587 of all renter households, in this age range live in overcrowded conditions. Only 1.6% of all owner housing units are overcrowded.

A total of 175 units or .7% of all units in Brookline lack complete plumbing facilities. The percentage of substandard units in Brookline is very low and spread almost equally between rental and homeownership units.

3.c.5. Vacancy Rates

The following table outlines occupancy and vacancy rates for housing units located in Brookline for the period between 1970 and 2000. As we can see from table below, overall vacancy rates have continued to remain extremely low for both owner-occupied units as well as rental units. In addition, while the total number of units in Brookline has increased by 3,065 in the past 30 years, the number of owner-occupied units has increased by 5,519 while the number of rental units has decreased by 2,735. In addition, the average household size of owner-occupied units has dropped below that of renter-occupied units over the past decade.

Housing Units by Occupancy and Tenure (Source: U.S. Census)

	<u>1970</u>	<u>1980</u>	<u>1990</u>	<u>2000</u>	Total Change <u>1970 – 2000</u>	% Change <u>1970 2000</u>
Occupied Hsg. Units	23079	23601	24357	25594	+2515	+10.9%
Owner Occupied	6064	7099	10500	11583	+5519	+91.0%
Renter Occupied	16746	15734	13857	14011	-2735	-16.3%
Owner Vacancy Rate	--	1.85%	1.7%	0.5%		
Renter Vacancy Rate	1.4%	2.5%	2.7%	2.0%		
Average Household Size of Owner-occupied			2.5	2.00		
Average Household Size of Renter-occupied			1.9	2.39		

3.c.6. Affordability

Except for those families who are currently served by existing affordable housing programs, the price of entry into Brookline's housing market precludes all but the most economically secure. During the 10-year period between 1991 and 2002, the median sales price of a single-family home in Brookline increased 131 percent to \$775,000. The median price of a condominium, the entry point for homeownership in Town, increased 184% to \$369,000.

As a point of reference, the median income of a family of three in metropolitan Boston increased from \$45,180 in 1991 to \$66,780 in 2002. To purchase a median-priced condominium in Brookline in 1991 required an income of about \$53,600 – or 119% of the median income of a three-person family; by 2002, the purchase required more than twice as much income - \$113,800 or 170% of the metropolitan area median.

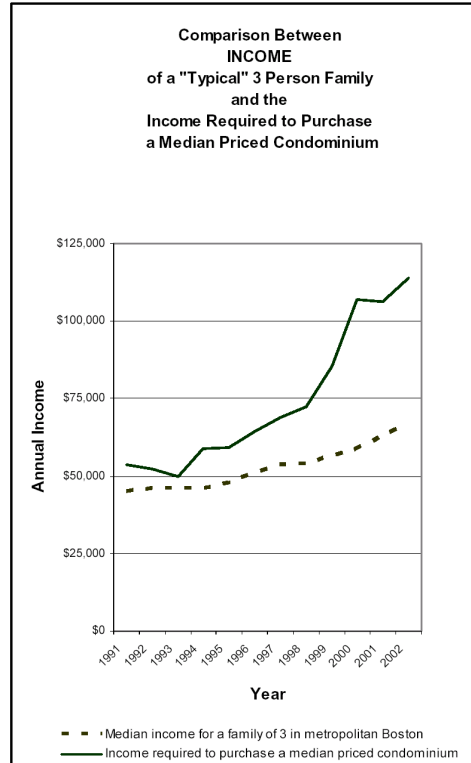
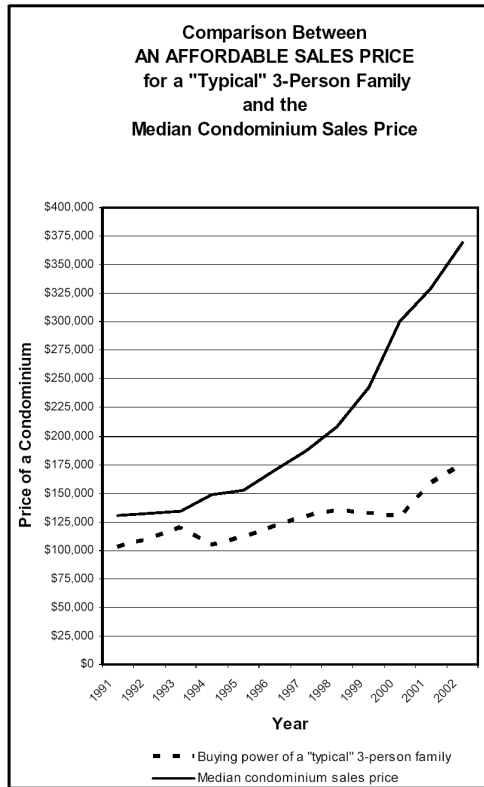
Viewed from a different perspective, in 1991, a family of three with the median income could afford to pay 79% of the median condominium sales price; by 2002, such a family could afford only 48%. Thus as the graphs below show, the affordability gap for homeownership in Brookline has grown dramatically over the past decade. In addition, with two bedroom units typically renting for between \$1,600 and \$3,000, a family seeking to rent in Brookline would require an income of between \$68,000 and \$124,000, and cash of \$3,200 to \$12,000 to cover security and related deposits.

Overall, a significant portion of Brookline's households pay 30+% of their incomes towards housing costs. There are a total of 25,619 households in Brookline. 15.5% of all

Brookline homeownership households have a cost burden over 50%, and 31.7% have a cost burden over 30%. The numbers are slightly higher for Brookline rentals with 20.5% of all households having a cost burden over 50%, and a total of 38.9% have a cost burden over 30%. There are a total of 14,064 renting households in Brookline.

Detailed and current data on rent levels in Brookline is not readily available. Macro International, Inc. on behalf of the Brookline Housing Authority completed a random digit dialing survey in 1996. Since that time two other surveys were conducted that give us some indication of current rental rates in Brookline, but unfortunately they are from a limited sample base. In February of 2001, the Brookline Housing Authority conducted a survey of landlords and primarily received information back from high-rise buildings. In that survey rents averaged \$1,150 for studio apartments, \$1,575 for one bedroom units, and \$2,108 for two-bedroom units. In July of 2001, HUD conducted a random digit dialing survey to ascertain fair market rents for the Greater Boston area. Again, the Brookline sample is very small, with one-bedroom units averaging \$1,589 per month and two bedroom units averaging \$1,632 per month. We know anecdotally that rent for 2+ bedroom units can be substantially higher.

Erosion of Buying Power in Brookline Trends in the Ability of a 3-Person Household to Purchase a Two-Bedroom Condominium 1991-2002



Median Sales Prices for Single Family Homes and Condominiums Brookline, MA: 1991 – 2004

Year:	Median Price for Single Family Homes:	Median Price for Condominium Units:
2004	\$910,000	\$418,000
2003	\$850,000	\$392,500
2002	\$775,000	\$370,000
2001	\$725,000	\$328,500
2000	\$700,000	\$300,000
1999	\$590,000	\$243,250
1998	\$540,000	\$208,000
1997	\$445,000	\$187,000
1996	\$405,500	\$172,000
1995	\$428,000	\$153,000
1994	\$354,125	\$148,000
1993	\$348,750	\$133,000
1992	\$320,000	\$133,000
1991	\$331,000	\$131,000

(Source: The Warren Group)

3.c.7. Current Stock of Affordable Housing (Public & Private)

A total of 1952 of Brookline's housing units are specifically targeted to and priced for low and moderate-income residents. Specific information on these units is included in the Table and the Map below.

The largest single owner of affordable housing is the Brookline Housing Authority (BHA). The BHA owns 921 units which it developed using resources from the federal or state government. Roughly half of the units – 458 – are in seven mid- and high-rise buildings, which serve the elderly, as well as some disabled residents. Another 432 are in family developments. Thirty-one units are in three small residences, which are operated by private non-profits for special needs populations.

An additional 987 units of affordable housing are found in privately owned, publicly subsidized rental developments, owned by for-profits, non-profit, and a cooperative. There are also a growing number of smaller properties owned and operated by non-profit corporations dedicated to affordable housing. The Brookline Improvement Coalition is one such non-profit, and has contributed to four projects since 1996, either as developer/owner or sponsor.

The Town strongly supports the development and/or rehabilitation of lodging houses as a source of low-income housing for single individuals. In the mid-1990's, the Town supported the successful development of a 17-room, affordable SRO by the Brookline Improvement Coalition (BIC). BIC also entered into a CHDO sponsor relationship with the Council to End Elder Homelessness, a Boston based non-profit, for the development of a nine unit property for elderly homeless in Brookline. This building was completed in the spring of 2000. In 2003, BIC sponsored the redevelopment of a third lodging house in conjunction with Pine Street Inn, with a total of 14 affordable units. The Town utilized a total of \$907,000 in both Housing Trust funds and HOME funds to support this project, and was able to leverage another \$1.6 million in state subsidies. Another lodging house redevelopment project was completed in 2003 by a regional non-profit, Caritas Communities, with 15 SRO units for working low-income individuals.

There are also a growing number of units in new, market-rate projects developed under the Town's inclusionary zoning by-law. These include both rental units and condominiums sold with long term affordability restrictions. To date a total of 72 affordable units have been created under this program, and another 8 are either permitted or under development.

Finally, the BHA also administers the federally funded Section 8 voucher and the Massachusetts State voucher programs, which provide financial assistance to lower income households to rent in the private market. It is estimated that approximately 660 rental vouchers are being utilized to rent units at affordable levels, with approximately 60% located in Brookline.

While the majority of Brookline's affordable housing is permanently affordable, there are several developments with use restrictions of shorter terms. While the Town continues to negotiate with owners to preserve existing affordable housing whenever possible, there is a possibility that up to 87 affordable units at the Brookline Co-operative may convert to market-rate within the coming year. This project, originally funded under HUD's 221(d)3 BMIR program in 1966, will be not be subject to HUD use restrictions as of April 2006. At this point, the Town is actively engaged in negotiations with the resident board to restructure into a mixed-income development.

TOWN OF BROOKLINE, MASSACHUSETTS

EXISTING AFFORDABLE HOUSING UNITS

AS OF JANUARY 2005

AFFORDABLE HOUSING DEVELOPMENTS/UNITS

KEY NAME/ADDRESS	UNITS	TARGET POPULATION	FINANCING
Subsidized Housing Owned by Private Investors (Rentals)			
FP1 Beacon Park	38	general	MassHousing, Federal Sec. 236 (121A)
FP2 Village at Brookline	153	elderly/disabled	MassHousing, Federal Sec. 236 (121A)
FP3 Village at Brookline	154	general	MassHousing, Federal Sec. 236 (121A)
FP4 1019 Beacon St.	23	individuals (ERO)	Brookline HOME
FP5 Longwood Towers	2	general	Inclusionary zoning (off-site)
FP6 The Colchester	4	general	Inclusionary zoning (off-site)
FP7 The Loft at Brookline Village	2	general	Inclusionary zoning
FP8 77 Mark St./1405 Beacon St.	4	general	Inclusionary zoning
FP9 Cypress Lofts I	5	general	Inclusionary zoning
FP10 75-81 Boylston St.	1	general	Inclusionary zoning
FP11 Cypress Lofts II*	4	general	Inclusionary zoning
FP12 Putnam Place	2	general	Inclusionary zoning
Subtotal	384		
Subsidized Housing Owned/Controlled by Non-Profit/Cooperatives (Rentals)			
NP1 Paul Sullivan Trust	26	individuals (ERO)	State
NP2 Humility House	18	special needs	State
NP3 Goddard at Brookline	17	elderly assisted living	Inclusionary Zoning
NP4 Brookline Cooperative	116	general	Brookline HOME & CDBG
NP5 Sara Wallace House	16	individuals (ERO)	Brookline HOME & CDBG
NP6 Ruth Cowen House	9	elderly	Brookline HOME, State
NP7 1754 Beacon St.	14	individuals (ERO)*	Brookline HOME, State
NP8 1876 Beacon St.	14	individuals (ERO)	Inclusionary Zoning (off-site), State, MHP
NP9 Center Comm'ies/100 Centre St. 127	elderly/disabled	Brookline Housing Trust, MassHousing, State	
NP10 Center Comm'ies/120 Centre St. 104	elderly/disabled	MassHousing, State	
NP11 Center Comm'ies/150 Beacon St. 607	elderly/disabled	Brookline Housing Trust, MassHousing, State	
NP12 St. Aidan's (rentals)*	28	general	Brookline Housing Trust, State, Private
NP13 154-156 Boylston St.	6	general	Brookline CDBG, MHP
Subtotal	585		
Owner-Occupied Units			
OO1 1163-64 Boylston St.	6	general	Inclusionary Zoning (off-site)
OO2 Kendall Crescent	5	general	Inclusionary Zoning
OO3 The Hammonds I	3	general	Inclusionary Zoning
OO4 75 Winchester St.	1	general	Inclusionary Zoning
OO5 Residence at 51 Park St.*	2	general	Inclusionary Zoning
OO6 St. Paul Crossing	8	general	Inclusionary Zoning
OO7 St. Aidan's ownership*	38	general	Brookline Housing Trust & State
Subtotal	55		
Public Housing Owned by The Brookline Housing Authority (Rentals)			
PH1 Sumner House	180	elderly/disabled	Federal
PH2 O'Shea House	180	elderly/disabled	Federal
PH3 Moore Apartments	99	elderly/disabled	Federal
PH4 Kichham Apartments	39	elderly/disabled	Federal
PH5 Col. Floyd Apartments	60	elderly/disabled	State
PH6 Trustman Apartments	58	general	State
PH7 Trustman Apartments	34	elderly/disabled	State
PH8 Walnut Apartments	24	elderly/disabled	Federal
PH9 Walnut Apartments	76	general	Federal
PH10 High St. Veterans	126	general	State
PH11 Regent St. Veterans	120	general	State
PH12 Kilgallen House	8	special needs	State
PH13 McCannock House	18	special needs	State
PH14 Connolly House	13	special needs	State
PH15 Condominium	1	elderly/disabled	State
PH16 Condominium	1	elderly/disabled	State
Subtotal	921		
TOTAL	1,945		

*Permitted and/or under Development

LEGEND

- INVESTOR OWNED RENTALS
- BROOKLINE HOUSING AUTHORITY OWNED RENTALS
- NON PROFIT/COOPERATIVE OWNED RENTALS
- OWNER-OCCUPIED
- <10 UNITS
- 10-24 UNITS
- 25-49 UNITS
- 50-99 UNITS
- >100 UNITS
- PARCEL LINES
- STREET EDGES

DATA SOURCES

AFFORDABLE HOUSING: Developed by Brookline GIS based on information from the Housing Division of the Brookline Department of Planning and Community Development.

STREET EDGES: Boston Release Company.

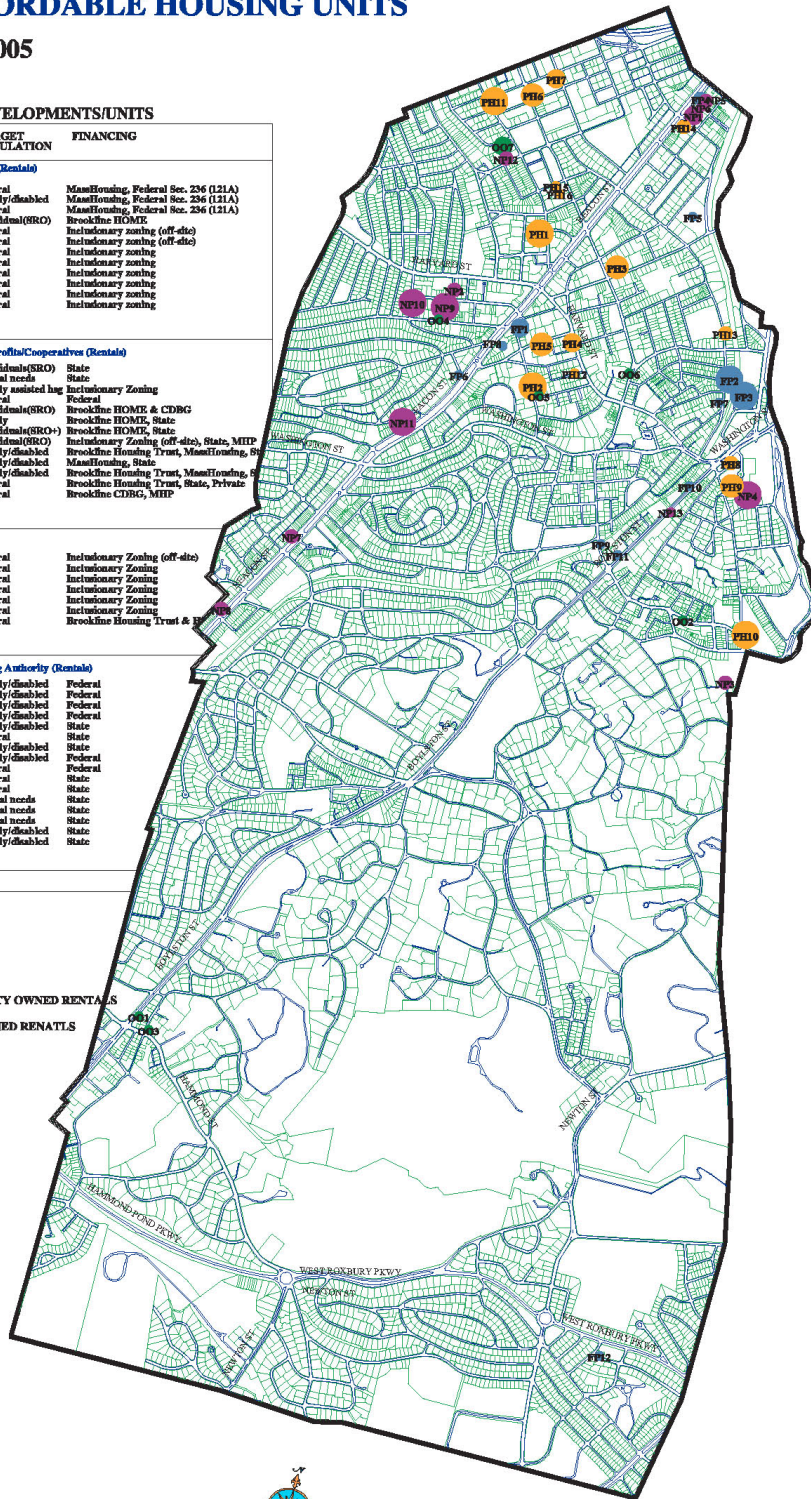
PARCEL LINES: Boston Release Company.

TOWN BOUNDARY: Boston Release Company. Updated by Comp. Dresser and McKee, Inc. and is based upon Brookline Assessor's

DISCLAIMER

The information shown on this map is from the Brookline Geographic Information System (GIS) database.

The Town of Brookline cannot guarantee the accuracy of the information. Users are responsible for determining the suitability for their intended use or purpose.



Map Scale 1:20000
0 100 200 300 400 500
0 1 2 3 4 5
Kilometers

Map created by Town of Brookline GIS on 12/26/2002. Map printed on 01/27/05.

Map ABL - \$14AML\globe_sym\ba0411x17.uni

3.c.6. Housing for Persons with Disabilities

There are a number of non-profit group homes for physically and mentally disabled people in Town, including several owned by the Brookline Housing Authority. In addition to the more traditional special needs residences, Brookline has six privately owned residences of condominiums for physically and mentally disabled residents, with supportive services run by Specialized Housing, Inc. The chart below outlines the group homes serving mentally and physically disabled residents within the Town.

<u>Address:</u>	<u># or Units:</u>	<u>Owner:</u>
153 Kent Street	10	McCormack House / BHA – Special Needs
11 Harris Street	8	Kilgalon House – BHA - Special Needs
1057 Beacon St.	13	Connelly House – BHA Special Needs
16 Williams Street	10	Humanity House, Inc. (DMR funded)
9 Newton Street	4	Newton Street Residence -Vinfm (DMR)
501 Boylston Street	12	Bay Cove Human Services, Inc. (DMH)
336 St. Paul Street	4	Boston Center (Continuum of Care funded)
15 Dwight Street	8	Vinfm/Mass Mental (DMH funded)
255 St. Paul Street	10	Specialized Housing Inc. (Private Condos for Disabled)
662 Washington Street	10	Specialized Housing Inc. (Private Condos)
666 Washington Street	10	Specialized Housing Inc. (Private Condos)
769 Washington Street	12	Specialized Housing Inc. (Private Condos)
67 Winchester Street	6	Specialized Housing Inc. (Private Condos)
183 Fuller St	10	Specialized Housing Inc. (Private Condos)

In addition to the above, the formerly homeless are housed in service rich environments in three Brookline residences, one owned by the Committee to End Elder Homelessness at 1027 Beacon Street and two owned by the Pine Street Inn at 1043-45 and 1754 Beacon Street.

In addition to group homes there are a number of wheelchair accessible units available in larger buildings scattered throughout Brookline. The majority of these are publicly subsidized. A few are available in privately owned non-subsidized buildings. A

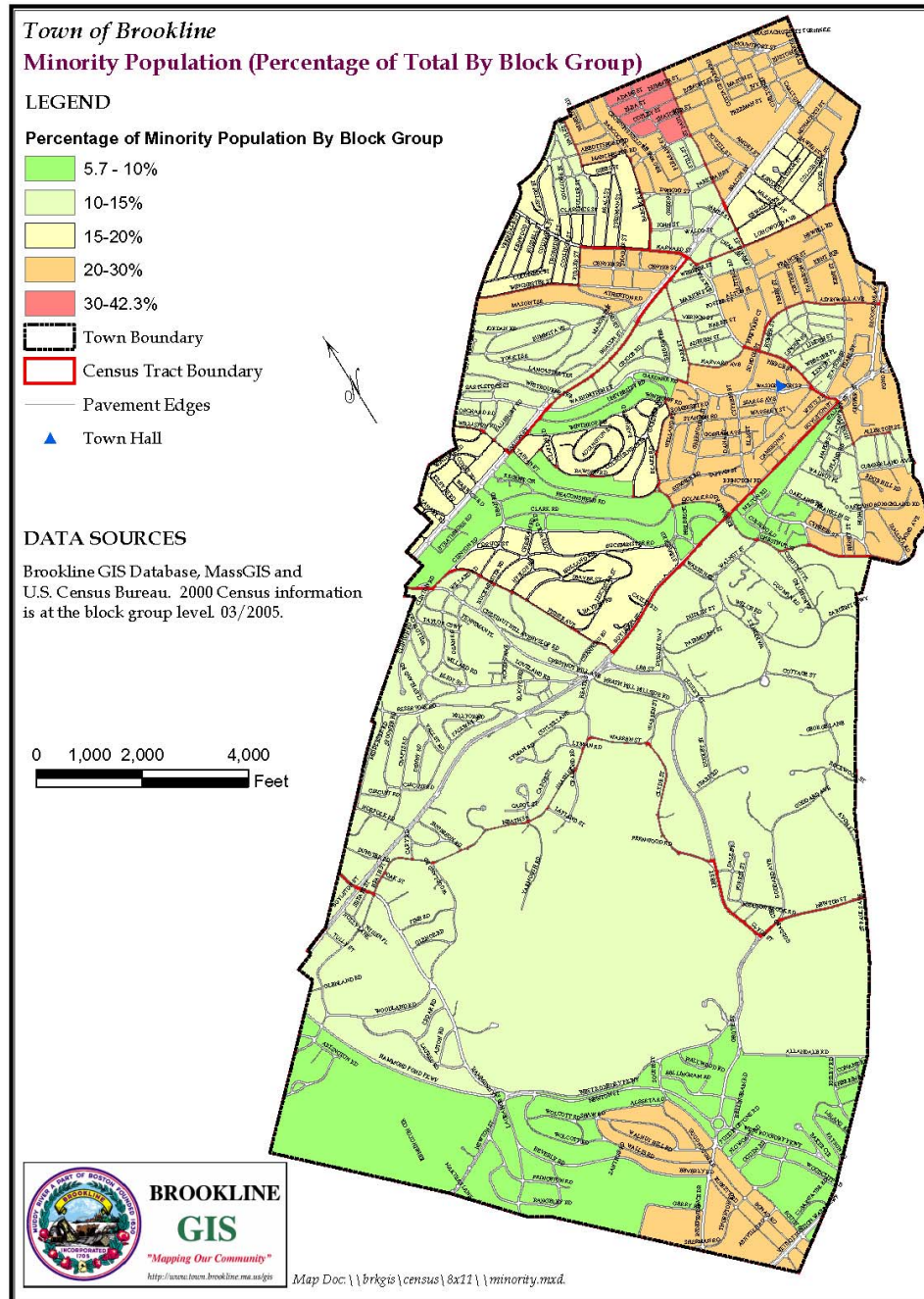
recent review of the Mass Access Housing Registry identified accessible apartments in a number of different buildings throughout the Town. This includes fifteen new, accessible units at two state-supported family developments completed by the Brookline Housing Authority in 1999. The Housing Authority will continue to make modifications to components of accessibility in all units as recommended and as required by residents with disabilities.

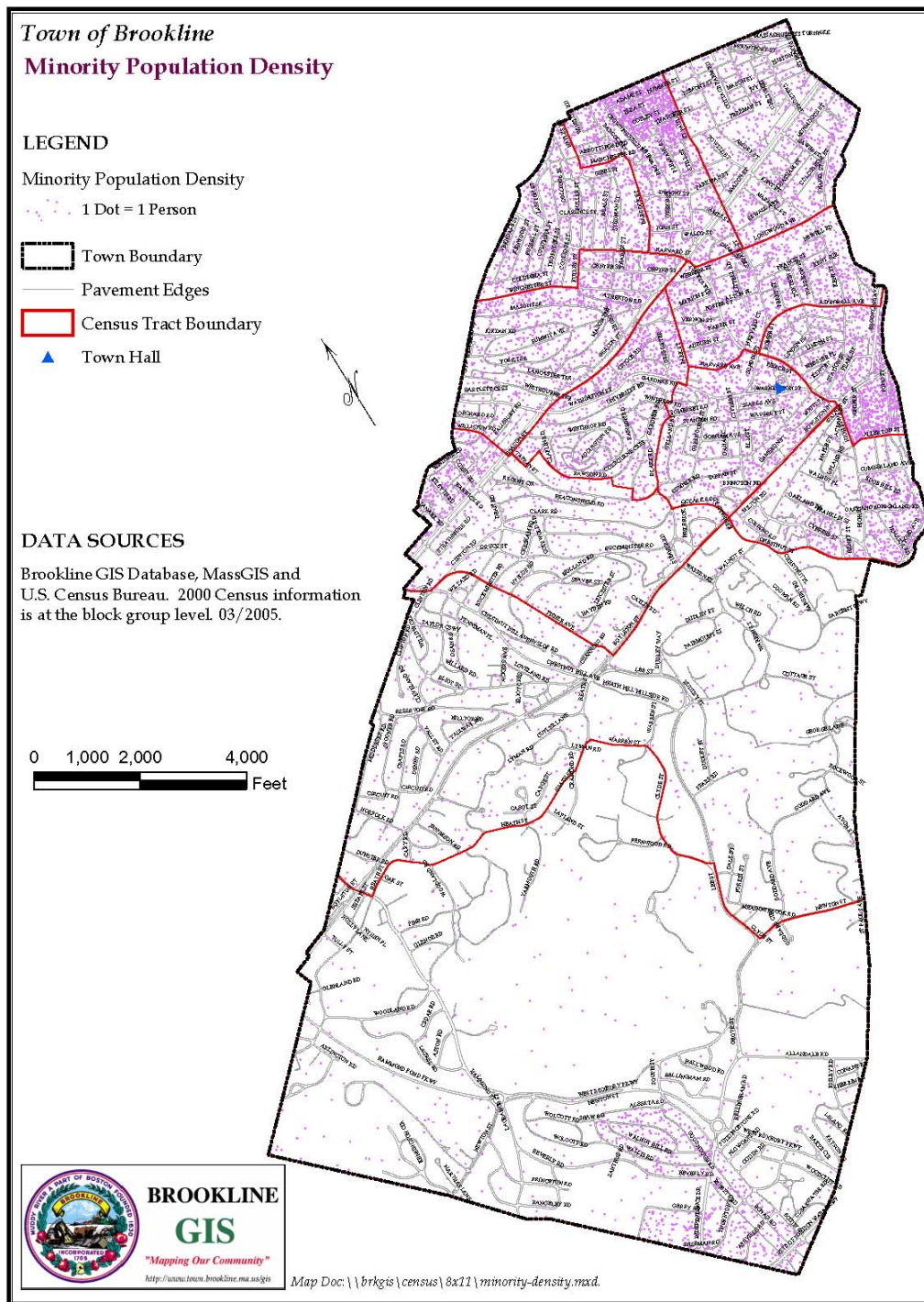
3.c.7. Housing Stock Available to People with HIV/AIDS and Their Families

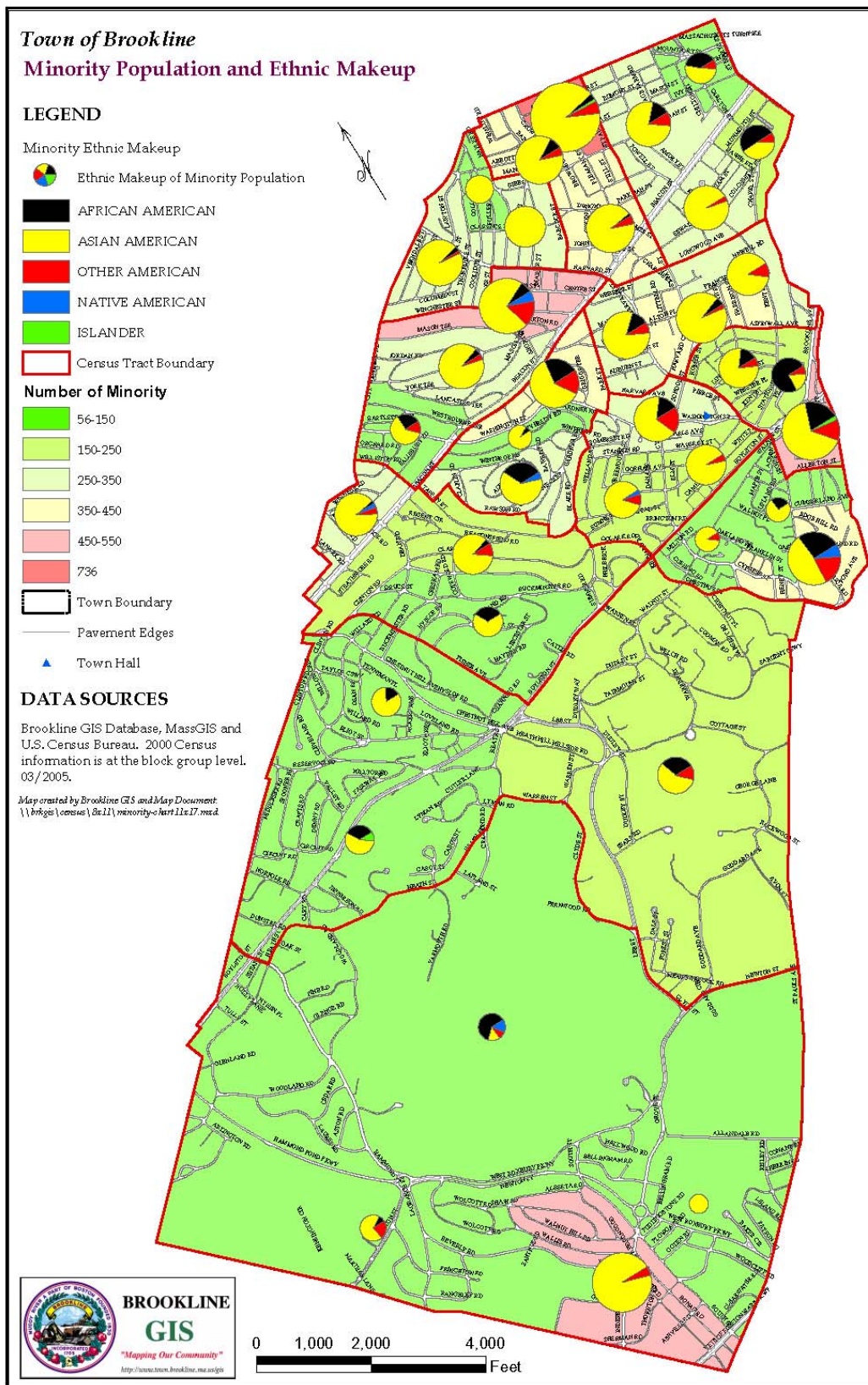
With regards to persons with AIDS, all the information is collected by the state health department and not on the local level. The Town of Brookline itself does not engage in case management on the issue of HIV/AIDS. With the proximity to Boston and its world-class resources, most individuals with HIV/AIDS who live in Brookline choose to receive care outside of the Town or through their families. In this regard, the Brookline Public Health Department will provide information and referrals to people who possess HIV/AIDS, in particular the Fenway Health Community Center. Given this situation, the Town's various departments and service providers are in agreement that there is not a critical need for supportive housing for people with HIV/AIDS in Brookline.

3.c.8. Identification of Areas of Racial, Ethnic, and Low and Moderate Income Concentrations

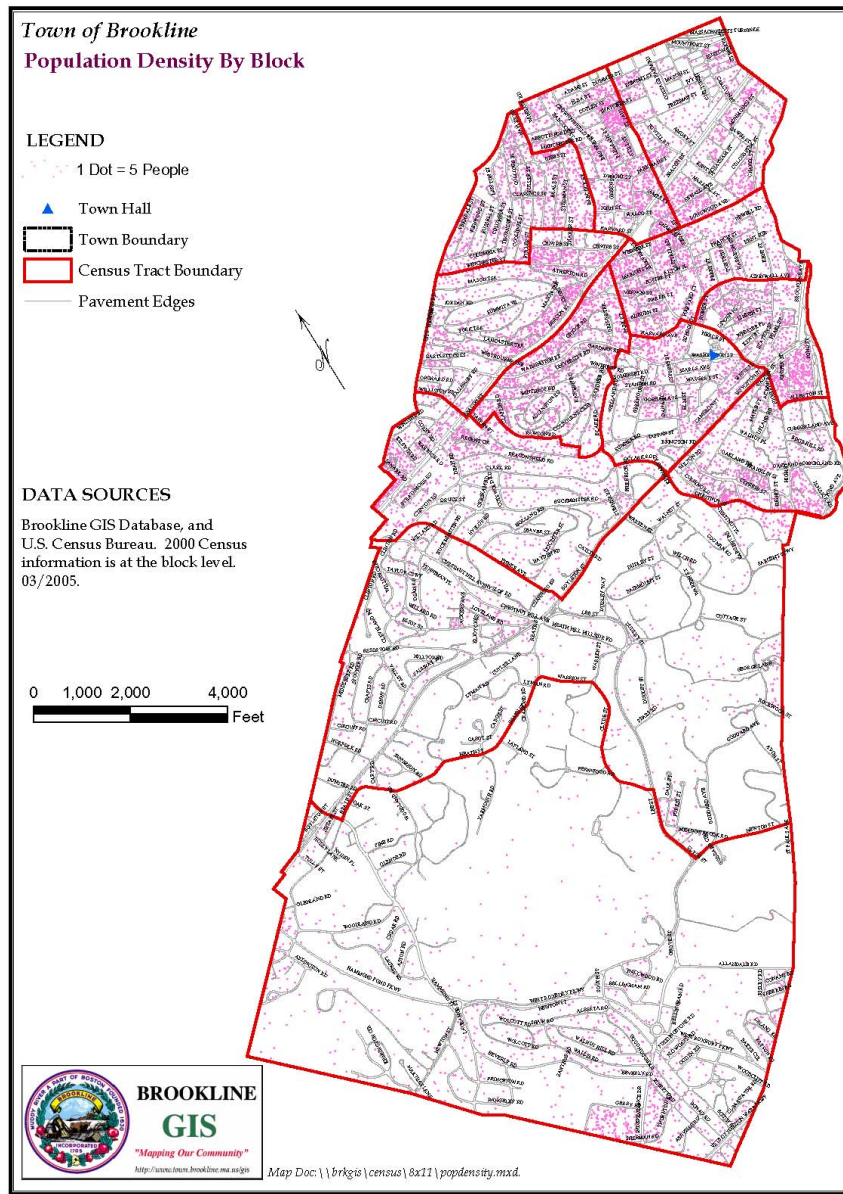
The maps below identify the portions of Brookline with high percentages of minority and ethnic populations:

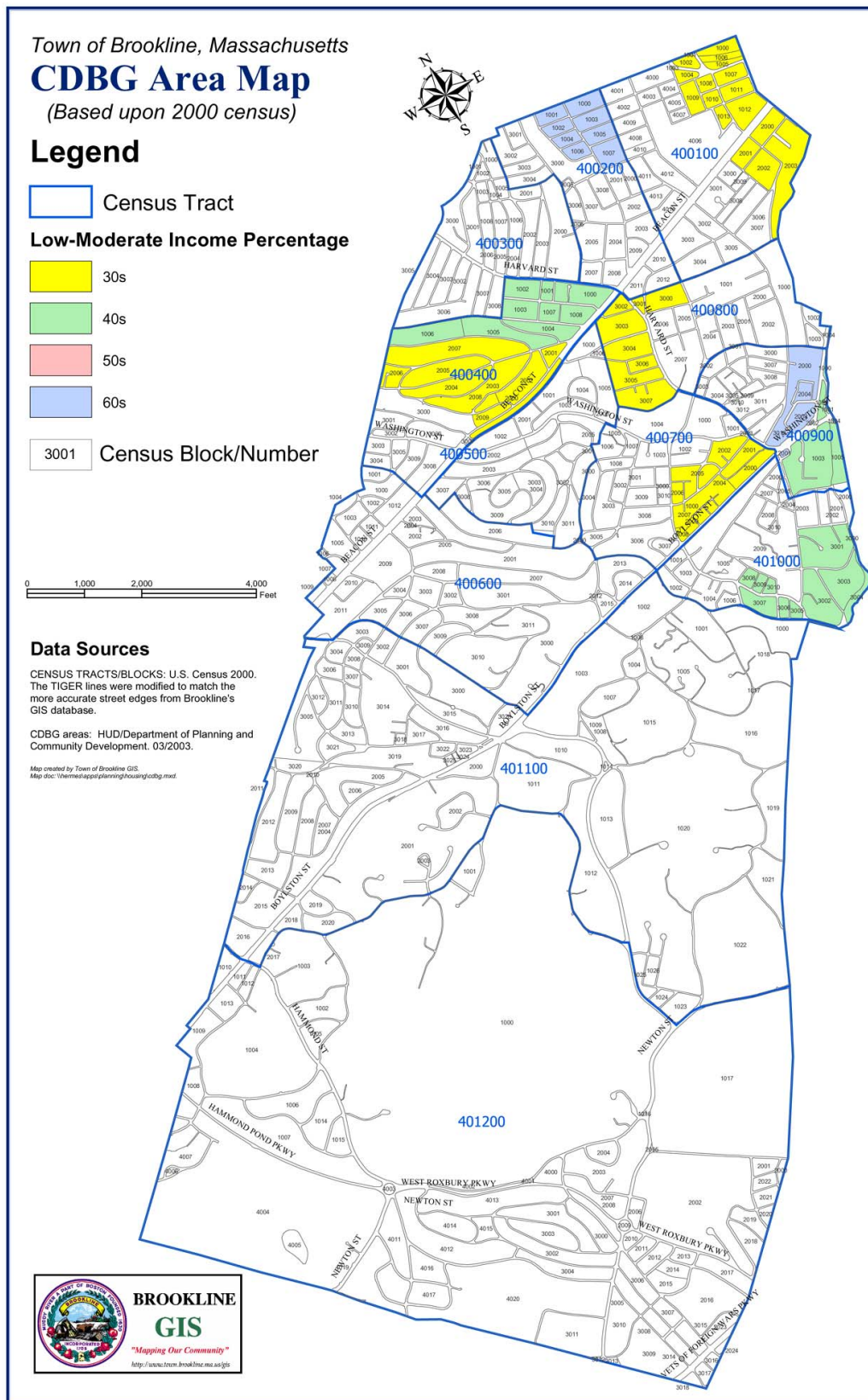






The following maps show areas with high levels of low and moderate income levels, population density, and the areas of the Town that are CDBG-eligible based on the percentage of low- and moderate-income residents. Due to the relatively high level of higher-income residents, Brookline is an exception community to the rule requiring that over 50 percent of the residents of a block group be below the median income level of the metropolitan area. In Brookline, the requirement is that 34 percent of a block group be low- or moderate-income, based on the “upper quartile” rule. Due to the fact that the Town has a fairly dense development pattern, as seen in the map below, even percentages below 50 percent can indicate a significant population of low- and moderate-income persons. This exception permits the Town to address the needs of the significant low- and moderate-income residents of the Town.





3.D. Specific Housing Objectives

Between the years of 1997 and 2004, Brookline's Housing Division was able to leverage the production of approximately sixteen new affordable units per year. Over the next five years, the Division aims to create a minimum of 25 permanently affordable units per year, utilizing a combination of federal, local, and private funding sources. In addition the Housing Division will continue assisting low and moderate income renters to purchase condominiums on the private market through its Homebuyer Assistance Program. It should be noted that the following objectives are approximate, as development of affordable housing in Brookline is very much driven by market opportunity, as described in the section on barriers to affordable housing development. The following are specific housing objectives for the Town.

- To work with non- and for-profit developers to acquire and redevelop existing rental units for cost burdened residents of Brookline earning less than 80% of median income, including small and large families, and single person households. Funding Sources: HOME, CDBG, Housing Trust
- To assist qualified non- and for-profit developers to develop affordable new rental for households earning less than 60% of area median income as well as ownership and rental opportunities for households earning less than 80% of area median income. Funding Sources: HOME, CDBG, Housing Trust
- To work with private developers to develop on-site affordable units in market-rate developments, as part of the Town's Inclusionary Zoning By-law. Funding Sources: Private
- To maximize continued affordability in expiring use cooperative. Funding Sources: Private
- To assist low and moderate income renter households with the purchase of a home in Brookline through the Homebuyer Assistance Program. Funding Sources: HOME, CDBG
- To strengthen local non-profits by supporting with operating expenses. Funding Sources: HOME
- Where appropriate, work with a private developer to improve town-owned land for redevelopment as mixed-income housing. Funding Sources: CDBG
- To assist with rental housing subsidies extremely low and very low income small families, large families and elderly persons who have a cost burden of either >30% of income or >50% of income. Funding Sources: Section 8 and Massachusetts Rental Voucher Program.

The following chart outlines local, state and federal resources that the Town expects to receive in each of the upcoming five years to support its work in the area of affordable housing. The Town has a local Housing Trust that is used to leverage other private and government resources to support affordable housing development. Contributions to the Housing Trust come from private developers through the Town's inclusionary zoning by-law as well as through contributions from the Town's general funds when there is an excess of six million dollars in free cash. To date, the Housing Trust has generated over \$7 million to support the preservation and development of affordable housing.

Brookline receives over \$6.5 million annually in federal funding which provides over 600 Section 8 certificates for low-income residents of Brookline. The Town also receives approximately \$160,000 from the Massachusetts Rental Voucher Program, which funds approximately 44 rental vouchers for very low-income tenants. Funding for this state program has declined significantly over the past several years.

Lastly, Brookline's HOME and CDBG funds are used to support the development of permanent affordable housing as well as provide down payment subsidies for income-eligible first-time homebuyers.

Summary of Anticipated Resources for Affordable Housing Activities

Resource	FY2006	FY2007	FY2008	FY2009	FY2010	Total
CDBG	\$275,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,275,000
HOME	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
HTF	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$2,500,000
Section 8	\$6,600,000	\$6,600,000	\$6,600,000	\$6,600,000	\$6,600,000	\$33,000,000
MRVP	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$800,000
Total	\$8,035,000	\$8,260,000	\$8,260,000	\$8,260,000	\$8,260,000	\$41,075,000

HTF: Housing Trust Fund

MVRP: Massachusetts Rental Voucher Program

3.E. NEEDS OF PUBLIC HOUSING

The Brookline Housing Authority is separate and independent from Brookline town government. A five-member Board of Directors governs the BHA. Four are elected at large and the Governor of Massachusetts appoints the fifth. Because of the number of units it owns and mobile vouchers that it administers, the Town's long-term affordable housing policy will rely on continued cooperation with and support for the BHA to preserve, upgrade, and increase the Town's supply of affordable housing units.

The BHA administers its Capital Fund Program, the Massachusetts Rental Voucher Program, and the CDBG funded BHA Public Housing Improvement Program. The BHA also administers a federally subsidized Section 8 voucher program, which provides financial assistance to lower income households to rent in the private market.

The BHA owns and manages a total of 921 units of affordable rental housing in nine developments ranging in size from 39 units to 177 units and three smaller SRO properties.

that serve specific special needs populations. These buildings contain a total of 432 family units, 458 elderly/disabled units, and 31 special needs units. These units will be owned and managed by the BHA for the foreseeable future, and no losses are expected from this inventory of permanently affordable housing.

BHA housing provides many important housing opportunities for low-income elderly, disabled, and minority residents of Brookline. Federally subsidized BHA units serve a total of 438 households with approximately 820 tenants, while state-subsidized BHA units serve an additional 483 households with approximately 1,626 tenants. 58.6% of federally subsidized BHA units serve elderly households, while 26% of state-subsidized BHA units serve senior households. 39.6% of federal units and 19% of state units serve households that have at least one disabled member.

Concisely summarizing the tenant selection policies for BHA units is challenging. Preferences for eligible applicants depend upon whether the development is federally or state subsidized. All eligible applicants are assigned to the waiting list according to date and time of application and preference status.

Preferences for federally funded public housing are as follows: 1. victims of disaster (fire, flood, etc.) or victim fleeing domestic violence. 2. all other applicants – 50% of whom have household incomes of less than 40% of the Area Median Income (AMI) and 50% of whom may have household incomes of greater than 40% of AMI. Within these two preference categories, an additional preference will be granted to applicants who qualify for a Brookline preference by either living or working within the Town.

Preferences for state funded public housing are as follows: 1. displacement due to natural disaster; 2. displacement due to public action; 3. displacement due to code enforcement; 4. displacement due to no fault eviction; 5. displacement due to fleeing domestic violence; 6. displacement due to severe medical emergency; 7. alternative housing voucher participant; 8. internal transfer (1:5 ratio); and 9. standard applicant. The BHA applies the following preferences in descending order within each of the priority categories in determining the order of tenant selection: a. veteran and families of deceased veterans whose death was service-connected and b. persons who currently reside or work within the Town of Brookline.

There are both state and federal waiting lists for BHA public housing. Many applicants apply to be on both lists and thus there exists much overlap. Currently, there are roughly 2400 people on the waiting list for federally funded BHA housing (family), and 2800 for state funded BHA housing (family). There exists a separate list for elderly/disabled, with roughly 1000 people on federal BHA housing (elderly/disabled), and 1000 people on state BHA housing (elderly/disabled)

As of November, 2004 there were a total of 613 HUD Section 8 certificates and approximately 44 Massachusetts Rental Voucher Program (MRVP) vouchers managed by the BHA. Of the Section 8 certificates, 320 are being utilized within the Town of Brookline, while 293 are being utilized in other communities. Within Brookline, 46% of Brookline's housing vouchers serve elderly households and 17% serve disabled households.

All Section 8 certificates that are granted by the Brookline Housing Authority can be utilized in any jurisdiction within the United States. The BHA actively works with other jurisdictions to promote mobility through cooperative efforts with these other agencies. The BHA also actively assists certificate holders who have received certificates in other

jurisdictions. However, the high market prices in Brookline reduce the effectiveness of this resource for the Town. At present, most successful voucher holders are applying their vouchers either to lease units in the privately owned, subsidized developments or to live outside of Brookline.

The Brookline Housing Authority's five federal developments are in relatively good condition and are satisfactorily maintained by the Housing Authority. Overall life safety issues are not prominent at any of the five developments. While many buildings' components have reached or in some cases surpassed their expected useful life, the Housing Authority has been able to extend the useful life of various components through sound maintenance practices.

Because there are no substandard units under the Brookline Housing Authority, there has been no need for revitalization, although proactive approaches have still been made to keep facilities updated, such as modernizing kitchens, appliances, and bathroom facilities. The Brookline Housing Authority receives roughly \$600,000 of federal money from the Capital Fund Program to use for capital improvements of their housing projects, such as kitchens, appliances, etc. (in more detail under "Estimated Housing Needs")

TABLE 4: PRIORITY PUBLIC HOUSING NEEDS - LOCAL JURISDICTION

Public Housing Need Category	PHA Priority Need Level High, Medium, Low, No Such Need	Estimated Dollars To Address
Restoration and Revitalization		
Capital Improvements	High	\$650,000
Modernization	High	\$2,000,000
Rehabilitation	High	\$2,000,000
Other (Specify)		
Management and Operations	High	\$40,000
Improved Living Environment		
Neighborhood Revitalization (non-capital)		
Capital Improvements		
Safety/Crime Prevention/Drug Elimination	Medium	
Other (Specify) – Elder Services	High	\$40,000
Economic Opportunity		
Resident Services/ Family Self Sufficiency	High	\$18,000
Other (Specify)		
Total		\$4,748,000

3. F. PUBLIC HOUSING STRATEGY

3.f.1. Proposed Strategy for Upgrading Units and Operations

The following proposed objectives are based on the housing Authority's in-house 5 year capital needs plan. In addition the Housing Authority will hire a consultant to survey the developments and create a master plan.

I. Exterior Common Areas

The grounds at Brookline Housing Authority developments are generally in good physical condition. Maintenance staff devotes considerable effort to curb appeal, with spring and autumn flower bed planting and upkeep and replacement, as needed, of decorative shrubs and trees. Shade trees are pruned annually. Walkways and parking lots are routinely resurfaced within their life cycle to prevent hazards.

II. Building Exteriors

Appropriate and reasonable measures have been taken to maintain the integrity of the building envelope at each of the developments. Roofing is currently not problematic, and roof replacement should not be required within the current 5-year capital improvement planning cycle. The decorative wood façade at Sussman House has weathered and will require treatment or replacement. Roof doors at the Kickham Apartments will be replaced. Deteriorated sliding windows at selected locations at Sussman House and Morse Apartments will be replaced. Sliding windows at Kickham Apartments are slated for replacement on a later schedule. Repairs to spalling concrete at the Walnut Street Apartments is planned. In addition, windows in the low-rise buildings at the Walnut Street Apartments will be replaced through a CDBG grant.

III. Interior Public Areas

The Housing Authority has plans to upgrade interior public areas in all federal developments. This upgrading will include painting and carpet replacement as well as community room accessories. Hallway/stairwell doors at the Walnut Street Apartments are scheduled for replacement.

IV. Mechanical/Electrical Systems

Major initiatives regarding mechanical/electrical systems include the replacement of the hot water system at the Walnut Street Apartments and the heating system boiler replacement at Sussman House. The Housing Authority plans to hire an engineer to study elevator systems in all federal buildings to ensure code compliance and optimal elevator operations. There are also plans to upgrade the solar hot water panels at the Kickham Apartments.

V. Common Area ADA/504 Accessibility

The Housing Authority has made continuous progress in providing compliant and functional access in all buildings to individuals with disabilities. A comprehensive 504 Needs Assessment was last undertaken in 1993 and the BHA continues to hire consultants to review its properties for compliance every several years. At this point, the entire BHA federal portfolio is compliant in terms of entrances, offices and common areas. A minimum of 5% of all units are wheelchair accessible in all federal properties except the Sussman House, where two 1-bedroom apartments are currently being converted into two 2-bedroom accessible units. In addition, the front walkway and railings at the Morse Apartments will be upgraded to improve accessibility. The BHA is also working to bring all state-funded developments into compliance with a minimum of 5% of all units to be wheelchair accessible.

VI. Dwelling Units

Given that dwelling units, particularly at the Walnut Street Apartments and Sussman House may include vinyl asbestos tiles, the Housing Authority will continue its testing, removal and replacement program. The Housing Authority is considering the upgrade of kitchens at O'Shea House and Morse Apartments. Kitchens at the Walnut Street Apartments are also nearing the end of their useful life.

VII. Accessible Dwelling Units

Five percent of dwelling units in all federal buildings are wheelchair accessible, with the exception of Sussman House (currently 2% accessible). In addition, two 1-bedroom apartments at Sussman House will be converted into two 2-bedroom units by incorporating space formerly used as laundry facilities. The Housing Authority is also planning to replace conventional bathtubs with walk-in tubs in selected apartments in all federal buildings. The Housing Authority will continue to make modifications to components of accessibility in all units as recommended and as required by residents with disabilities.

VIII. Other

The Housing Authority will continue capital improvement initiatives at all developments in accordance with established policies. The Housing Authority will incorporate into its capital plan future priorities that are identified by staff, residents or consultants.

IX. General Upgrading/Replacement Priorities

The first priority of the Housing Authority will be to continue its ongoing preventive maintenance programs, including monitoring and maintaining all building systems. The Housing Authority should continue its policy of engaging the services of professional architects and engineers to provide appropriate technical assistance when

required. Improvements should be executed in a professional manner, adhering to all applicable laws, codes, and regulations.

Other than emergency replacement requirements, which understandably require immediate attention, the following priorities should be followed when considering upgrading or replacement:

1. Remediation of any identified building code and regulatory compliance issues, especially those that affect the health and life safety of residents and the public;
2. Improvements to the building envelope – upgrading of the roof, windows, doors and exterior wall materials and finishes;
3. Upgrading of building systems – domestic hot water and other plumbing related systems, HVAC, electrical, elevator, fire and life safety systems; and
4. Interior building components that have surpassed, reached, or are approaching the end of their expected life expectancy – including replacement of flooring, ceiling and wall finishes, kitchen appliances, etc.

3.G. LEAD-BASED PAINT NEEDS

In Brookline, like all towns and cities in the Greater Boston area, many homes built before 1978 used lead paint on both the inside and outside of the property. There are a total of 13973 households that are under 80% AMI, and there are currently 1776 units of public and assisted housing that serve households with incomes at or below 80% AMI. According to Census 2000 data, 94% of Brookline's housing stock was created before 1979 (and many homes built before 1978 used lead paint on both the inside and outside). Since the use of lead paint in public and assisted housing is negligible, we can assume that 1776 households live in lead-free housing; however, we can also assume that a significant portion of the remaining low and moderate income households live in units with potential lead hazards.

The Massachusetts State Sanitary Code obligates local health departments to deal with lead hazards. In 1989, state law was changed to allow all cities and towns to do lead assessment. State law also requires that all children be screened for lead poisoning annually, except for those in a high-risk category who must be screened every 6 months. The Division of Environmental Health also performs lead determination inspections on all dwellings requiring any sort of inspection required by the State Sanitary Code, which are also occupied by children under the age of 6 years.

Brookline coordinates with the WestMetro HOME Consortium's in obtaining lead determination services. For federally assisted properties, these services will include an initial inspection to determine defective paint surfaces; an inspection by a licensed lead paint inspector to determine the presence of lead paint (lead paint inspection report); review by a licensed risk assessor to determine the type of abatement procedures to be followed; post inspection services to determine compliance with the approved lead abatement procedures; and, at conclusion of the abatement process, the issuance of a certificate of compliance. Brookline's Housing Division is also an agent for MassHousing's programs involving purchase/refinance with rehabilitation, or lead paint abatement.

3.H. BARRIERS TO AFFORDABLE HOUSING

3.h.1. Zoning and Site Selection

The very features that make Brookline a desirable place to live also increase the challenge of developing and preserving affordable housing. Strong local market demand, bolstered by a robust national and regional economy, and Brookline's limited supply of buildable land and available buildings are pervasive barriers to the development of affordable housing. While generally located in North Brookline neighborhoods, affordable housing designated for low- and moderate-income families is not heavily concentrated within one particular area of the Town. The locations of all affordable housing developments are included in the GIS map under the Market Analysis section of this plan. In addition, through the Town's inclusionary zoning policies, as described below, the Town ensures that affordable housing is a part of all newly created housing developments of six or more units.

The Town has several zoning provisions to encourage private developers to develop affordable housing, as part of market-rate developments. Section 5.21, the Public Benefit Incentives, makes available density bonuses and parking relief to developers of certain types of parcels providing a variety of public benefits, including affordable housing.

Under the inclusionary zoning provisions, developers of residential projects with six or more units provide affordable housing must make 15% of the units affordable. Developers of six to fifteen units may choose to make a cash payment to the Housing Trust, in accordance with a specific schedule, in lieu of providing actual on-site units. The Inclusionary Zoning By-law was originally adopted in 1987, but the first affordable units did not materialize until 1996. Since that time, the by-law has produced 65 rental and condominium units, and another 15 units are permitted or under construction.

It should be noted that there are also several obstacles to the development of more affordable housing within Brookline's zoning code as well. These include very high off-street parking requirements and the fact that FAR restrictions are too low in many neighborhoods to support the development of affordable housing, which is generally multi-family. In fact, out of the 26,413 total housing units currently in Brookline, only 4,652 (or less than 18%) of these are single-family homes. At the same time, 75% of the Town's residential land is zoned for single-family residences, while only 11.6% is zoned for two-family residences, and 13.4% is zoned for multi-family buildings. Even though Brookline residents may welcome the diversity that affordable housing brings, the very areas that are more "affordable" to develop and that are zoned multi-family are often considered overdeveloped by many residents, with legitimate concerns about traffic, parking, and school overcrowding. The Town is open to work with developers of mixed-income projects to fashion developments that provides affordable housing and are an asset to the surrounding community, although not conforming to zoning.

3.h.2. Costs

Both land and buildings in Brookline are very expensive, making both the development of new units and the creation of affordable housing through the purchase of existing units very costly. In multi-family districts, turnover and opportunity for

redevelopment of existing buildings is also limited. Rental buildings that do go on the market tend to be priced at levels only justified by condo conversion.

Development of new housing is further squeezed by the high parking ratios required. Because Brookline does not permit overnight parking, the number of on-site parking spaces required by any new residential project can make it extremely costly to create new residential projects and especially those with affordable housing.

An additional complication for funding affordable housing in Brookline is timing. While it is not difficult to predict the overall amount of funding that might be needed over a relatively long period of time, it is difficult to predict precisely when funds will be needed. In the past this has resulted in a complicated situation where crucial funds have been allocated for affordable housing but have not been spent immediately, and sometimes has therefore been reprogrammed for other uses.

There is a need to have some flexibility to respond to opportunities that arise. For this reason, the Town would like to explore the possible use of Section 108 loans for housing purposes in the next five years. Using the Section 108 tool would provide the Town with critical funds for affordable housing in a timely manner, which might then be paid off in future years through the Town's CDBG entitlement.

3.h.3. Neighborhood Issues

Neighborhood residents often express concern about how new housing that may increase density will fit into existing community character. In addition, the most transit-rich areas have the highest parking requirements because of concerns about sufficient parking for current and future residents and successful management of potential traffic impacts of new housing is critical.

3.h.4. Property Tax Policies

Brookline's property taxes tend to be high, and have increased dramatically in recent years with increased property values. Partially mitigating the negative impact for resident homeowners, the Town has increased the residential exemption rate every year for the past ten years.

In addition, the Town has adopted several measures to provide tax relief for low-income residents, seniors, surviving spouses and children, veterans, and those homeowners who are blind. The adoption of these policies aims at preserving homeownership opportunities for those groups who might otherwise be forced to sell their homes due to an increased property tax burden as real estate values rise. Senior homeowners (or their surviving spouses and/or minors) who are aged 70 or older and whose non-domicile estates are valued at less than \$40,000 are entitled to an annual property tax exemption of \$175. In addition, those who are 70+ and are income-qualified (single with an income not more than \$16,276 or married with an income of less than \$19,914) and whose non-domicile estate qualifies (\$28,000 for single persons and \$30,000 for married) are entitled to a \$500 exemption per year. The Town also has a policy for deferral of property taxes for income-qualified seniors age 65 or over. (Income qualification in this case applies to households with less than \$20,000 annually.) Deferred taxes are paid upon sale of the property or death of the homeowner, with some exceptions for surviving spouses and/or minors. Senior citizens who qualify for any of

the above exemptions may also utilize the property tax deferral program for outstanding taxes owed.

Several exemptions are available for disabled homeowners. There are a number of residential property tax exemptions for veterans (or their surviving spouses) ranging from \$250 to \$950. Exemptions are primarily for those who were disabled in the line of duty or who received a Medal of Honor. Full exemptions are granted to veterans who became paraplegic. In addition, blind persons who are homeowners receive a residential tax exemption of \$500 annually.

3.1. FAIR HOUSING

In 2002, the Town's Housing Division completed its Analysis of Impediments to Fair Housing Choice, in conjunction with the WestMetro Consortium and with feedback from key Brookline departments and commissions. Overall, the high cost of living in Brookline may disproportionately affect those populations that are protected by fair housing laws, many of whom also tend to be lower-income, including seniors, persons with disabilities, households receiving public assistance, immigrants and minorities. At the same time, there is very little evidence that discrimination based solely on race, national origin, sex, family status, age, disability, or sexual preference occurs, and Brookline has historically prided itself on being a diverse community. In fact, Brookline's active pursuit of opportunities to preserve and create affordable housing aims at preserving that historic diversity in the presence of strong market forces.

The Town has a strong commitment to fair housing, which is reflected by the programs and activities of various Town departments and commissions, as well as in the Town's Fair Housing By-law.

The Human Relations-Youth Resources Commission (HR-YRC) is Brookline's official town agency involved in the areas of civil rights, inter-group relations and youth advocacy. Established by Town Meeting in 1970, the Human Relations-Youth Resources Commission has the responsibility of overseeing fair housing in Brookline. The Director of Human Relations- Youth Resources is also the Town's Fair Housing Officer. The Commission has the responsibility of implementing the Town's Fair Housing By-Law.

In November of 1988, the Town adopted Article 5.5, which establishes Brookline's Fair Housing policy as well as a definition of what constitutes discriminatory housing practices for the Town of Brookline. It should be noted that the Town's by-law goes beyond state and federal fair housing laws to include discrimination on the basis of sexual orientation, marital status, and military status.

The by-law also outlines how the Human Relations-Youth Resources Commission enforces the Fair Housing By-law at the local level. The Commission takes any housing discrimination complaints and works with the complainant to resolve the issue in one of two ways: either through investigation and/or direct mediation if a complaint does not fall under the jurisdiction of the Massachusetts Commission Against Discrimination (MCAD), or by assisting the complainant to file a formal complaint with MCAD if it does fall within the jurisdiction of MCAD.

Other functions related to fair housing performed by the Human Relations – Youth Resources Commission include promoting educational activities and/or research studies to eliminate prejudice and discrimination in housing, creating and/or overseeing

any subcommittees to focus on effectuating fair housing activities within the Town, and making an annual report to the Board of Selectmen on the Commission's activities and recommendations regarding this By-law

To date there has never been a court determined housing discrimination case arising from any aspect of Brookline's community development or housing programs or the programs administered by the Brookline Housing Authority. Similarly HUD has never made a finding of violation of the Fair Housing Act, Title VI, or Section 504 in any federally funded housing or housing-related activities in Brookline.

The Town's Housing Division is working in numerous ways to preserve and increase the Town's stock of affordable housing, increase housing opportunities for special needs populations, address lead abatement issues in Brookline's multi-family housing stock, and ensure that Brookline's zoning laws support the production of additional affordable units. The Brookline Housing Authority not only maintains and operates a large percentage of Brookline's affordable housing units, it has been actively working to increase housing opportunities for disabled residents and assist Section 8 certificate holders to obtain housing in the private market by advocating for exception rents that better mirror current high market rents.

Brookline's Commission for the Disabled has been a tireless advocate for its constituency, working to ensure that public buildings, walkways, and parks within the Town are accessible for all residents. The Council on Aging continues to work with senior residents of the Town to address housing issues and to assure that services are available that help the elderly live independently. Brookline's Environmental Services Department is working to ensure that all housing units are safely maintained and that landlords properly address lead abatement issues.

These Town commissions and departments work together to provide a strong network to further fair housing within Brookline.

3.J. ANTI-POVERTY STRATEGY

Essentially most individuals living in poverty, below income levels applicable to their family size, are at risk of homelessness. In efforts to combat poverty, which simultaneously influences homelessness prevention, a requirement that anti-poverty strategies be implemented by cities and suburbs was adopted by the federal government. Individual empowerment combined with financial self-sufficiency has since been one philosophy against poverty initiated by the Clinton Administration of rewarding work and ensuring that everyone had the opportunity to improve their economic condition. There has also been a growing understanding that effective anti-poverty strategies must incorporate initiatives to help people build assets and equity through homeownership, savings programs, individual “development” accounts, and microenterprise development.

Promoting homeownership has become a vital component of national urban strategy. To many individuals living in poverty, homeownership is not easily achievable and may seem – at their current economic status – impossible. Therefore, providing more assistance for rental housing is critical, particularly to overcome the spatial isolation that limits access to jobs and, to relieve the distress caused by rent levels (housing that costs over half the family’s income) that exacerbate poverty and rob families of the stability they need.

The U.S. Census Bureau uses a set of income thresholds that vary by family size and composition to detect who is poor. If the total income of that person’s family is less than the threshold appropriate for that family, then the person is considered poor, together with every member of his or her family. If a person is not living with anyone related by birth, marriage, or adoption, then the person’s own income is compared with his or her poverty threshold. For three-person families, 1999 weighted thresholds were calculated in the following way (using information from the 2000 Current Population Survey):

Family Type	Threshold
No children (3 adults)	\$13,032
One child (2 adults)	\$13,410
Two children (1 adult)	\$13,423

Poverty status was determined for all people except institutionalized people, in military group quarters, people in college dormitories, and unrelated individuals under 15 years old. These groups also were excluded from the numerator and denominator when calculating poverty rates. They are considered neither “poor” nor “nonpoor”.

The decennial 2000 Census revealed that 561 (4.5%) of the families within the Town of Brookline live below the poverty level/threshold appropriate for their family size, 324 of which have children under the age of 18 and 140 with children under the age of 5 years. Also identified were single-parent, female-headed households 195 (10.9%) of which live below the poverty level. In regards to individuals identified there were 4,673 (10.1%) in Brookline who were 18 years and over, and 489 (7.5%) who were 65 years and older.

According to Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) it is required that employment and other economic opportunities generated

by HOME and CDBG funding be directed to: (1) low-income persons, particularly those who are recipients of government assistance for housing, and (2) businesses which provide economic opportunities for low-and very low-income persons, and that recipients and contractors maintain appropriate documentation to establish that HUD financial assistance for housing and community development programs are directed towards these populations as well. The Section 3 regulations apply to any public and Indian Housing programs that receive: (1) development assistance pursuant to section 5 of the U.S. Housing Act of 1937; or (2) operating assistance pursuant to section 9 of the Housing Act of 1937; or (3) modernization grants pursuant to section 14 of the U.S. Housing Act of 1937 and to housing and community development assistance expended for: (1) housing rehabilitation (including reduction and abatement of lead-based paint hazards); (2) housing construction; or (3) other public construction projects; and to contracts and subcontracts on such programs where the amount of any contract or subcontract awarded in connection with the covered activity exceeds \$100,000.

Since Brookline has a predominantly residential tax base, the most practical way that the Town can assist its residents below the poverty line is through increasing their disposable income or net worth. The first facet, increasing disposable income, can be accomplished with rental subsidies that reduce the cost of housing to no more than 30% of gross income. A non-profit housing corporation could accomplish the second component, increasing net worth, through a first-time homebuyer program or the development of a limited equity cooperative or congregate housing project.

Over the past couple of years the Brookline Housing Authority has provided rental subsidies to over 650 families. At the same time the Town has committed thousands of dollars in HOME funds to assist new homebuyers with down payment assistance, and made thousands more available in HOME and CDBG funding for non-profit housing developers to acquire and/or rehabilitate affordable housing.

3.K. PUBLIC HOUSING RESIDENT INITIATIVES

There is on going assessment on the part of the Brookline Housing Authority (BHA) to explore policy and procedural changes to target present and future BHA resources where needed to maximize operating efficiency and effectiveness. In consultation with residents of the Authority and members of the broader low-income housing community, the BHA has created strategies within its Plan to meet the needs of current and future residents.

The Brookline Housing Authority has begun to explore the possibility of forming a non-profit development partner to expand the stock of affordable housing, and creating a non-profit affiliate for development of grants. This entity would serve the purpose of formulating smaller scale development or acquisition. If the BHA were to expand its board this would benefit larger acquisition or development on the part of the Authority. This pursuit of partnership opportunities will allow the BHA to innovatively use its resources to expand the stock of low-income housing units in order to further meet the diverse needs of Brookline residents and the broader community. Present BHA sites are being examined for the possibility of adding units or unit modification to decrease density in order to accommodate such opportunities when they arise.

Current asset management strategies have also been expanded to move social services funded by BHA operating subsidies to private funding sources. In addition, the Housing Authority has submitted a plan to designate housing for elderly and disabled persons according to age for resident selection so that units can reach a balance of 80% greater than 62 years and 20% less than 62 years old. Other initiatives contemplated include modifying density requirements to provide more and better livable space so that all children of the same sex regardless of age are not “doubled up”. This application for a new public housing policy was submitted in the spring, 2004 for HUD review.

In the summer of 2004, the Commonwealth of Massachusetts discontinued a program of “hotel/motel” emergency shelter for homeless families. Recognizing this was not cost effective and a myriad of social services would always be needed for families prior to providing permanent residences, the Department of Housing and Community Development (DHCD) and the Department of Transitional Assistance (DTA) formulated a pilot program with local housing authorities. The Brookline Housing Authority will participate in this priority change for DHCD family housing that is under development. The housing authority will receive a certain dollar amount each month to license units for DHCD/DTA clients. The authority will capture a portion of this money which would go toward rent, and assist families with services and programs during their probationary license of less than twelve months. Families that satisfactorily live within the Authority units may be awarded full rights of tenancy. A license for any tenant can be terminated at any time during the probationary period with 24 hour notice for illegal behavior. The Brookline Community Mental Health Center will provide case management and services to the families. It is anticipated that ten families will be housed throughout the Authority’s state properties

3.L. MONITORING

All affordable housing projects are monitored on an on-going basis in one of several ways, depending on the project type. For affordable rental developments, an Owner's Performance Agreement is established at closing, outlining the period for which the property is to remain affordable and the specific household income levels that the rental project is expected to serve. At this point, all of Brookline's affordable rental developments which have utilized HOME and CDBG funding (except one lodging house project) have been developed by nonprofit sub-recipients and are structured to remain affordable in perpetuity to households earning less than 80% of MFI. The Town requires all sub-recipients who have received federal funding through either HOME and/or CDBG to develop low-income rental housing are required to provide annual income verifications on all tenants as well as information on rents charged, including the tenant portion in the case of Section 8. Annual inspections are also performed by the Town's Housing Division staff on all projects receiving federal funds to ensure that properties meet Section 8 housing quality standards.

HOME funds are also used to provide low-income residents with homebuyer assistance, through the Town's Homebuyer Assistance Program. These units are monitored annually for primary residence via certified letter, as well as checking in the Town's street listing and with the Town Assessor's office. If any unit is found to be not in compliance, Housing Division staff work with the Town's legal office to initiate foreclosure and recapture the unit. (The recapture process is described in detail in the Appendix Section.)

4. NON-HOUSING COMMUNITY DEVELOPMENT NEEDS & STRATEGY

Since the last Consolidated Plan was completed in 1999, Brookline has made effective use of Community Development Block Grant (CDBG) funds for a variety of non-housing projects. These projects range from park improvements to street reconstruction to improvements to public facilities. These improvements have improved the quality of life for low- and moderate-income Brookline residents.

Funding for such projects will still be needed over the next five years, as described below. However, the needs assessment that was conducted as part of this Consolidated Plan has also identified an unmet need for a variety of programs and services for eligible commercial districts in the Town. Programs and projects such as commercial district physical improvements, microenterprise assistance, and façade improvement programs will be initiated in the next five years to help address those needs.

4.1. Needs Assessment Process

In the fall of 2004, Town officials met with business representatives and members of the public to assess the non-housing community development needs of the Town. The Town also has an active Capital Improvements Program that identifies needs for public facilities. In addition, the Town has recently completed a Comprehensive Plan that engaged the general public in an extensive discussion about the needs of the community.

Non-Housing Community Development needs that were identified as part of these processes can be summarized as follows:

- ➔ Improvements to public facilities that serve low- and moderate-income populations
- ➔ Street and sidewalk improvements in eligible areas
- ➔ Improvements to park facilities in eligible areas
- ➔ Improvements to social services facilities for specific eligible clientele
- ➔ Provision of social services
- ➔ Targeted physical improvements in eligible commercial areas
- ➔ Business assistance

These needs are described in detail below.

4.2. Public Facilities

The Town of Brookline has a variety of public facilities, most of which are housed in buildings that pre-date current health and safety code and do not meet Americans with Disabilities (ADA) standards. In the past five years, improvements were made to the Main Library and Public Safety building to bring them up to current standards. The Town is currently making improvements to the Old Lincoln School - which houses various offices that are open to the general public on a rotating basis - to meet ADA standards. In addition, the Town has or is in the process of completing improvements to several public schools.

In the next five years, it is planned that the several public facilities will undergo improvements to bring them up to current standards, at a total cost of \$48,485,000:

The Town may require CDBG assistance for improvements to accessibility for low- and moderate income residents. This assistance would be needed to ensure that these improvements occur in a timely fashion.

4.3. Street and Sidewalk Improvements

The Department of Public Works maintains a Pavement Management System that tracks the condition of public roads and determines when they require repairs or improvements to maintain a safe passage for residents and visitors. The CDBG program has been of great benefit in helping the Town maintain streets and sidewalks in eligible areas over the last five years, such as Beacon Street and Jordan Road. The pavement management system has identified the need for approximately \$1,010,000 in such projects in eligible areas that will require CDBG assistance in the next five years, out of a total need Town-wide of \$7,610,000. In addition, there are many sidewalks that require improvements to bring them up to compliance with ADA requirements. These will also require CDBG funds for timely completion. Approximately \$240,000 in such projects that are eligible for CDBG funds have been identified.

4.4. Parks and Recreation Facilities

Since the last Consolidated Plan in 1999, the Town has moved forward with a number of park improvements in eligible areas, and has also undergone two major planning processes to identify improvements that are needed to the park system.

The Parks and Open Space Division of the Department of Public Works completed an Open Space Plan in 2000. That document outlined the needs in Town for parks and conservation areas and prioritized those needs. In addition, the Town is completing a Comprehensive Plan that includes a detailed list of goals, policies and strategies for the next ten years in its Natural Resources, Parks, Open Space and Recreation element. The Parks and Open Space Division has also begun an update of its Open Space Plan, which should be completed in 2005.

The following general needs have been identified for the next five years:

- ➔ Replacement of outdated playground structures
- ➔ Rehabilitation of Town parks in eligible areas
- ➔ CDBG assistance in regional park improvements
- ➔ Street tree replacement and planting of new street trees in eligible areas
- ➔ Repair and upgrading of structures used for refreshments, changing rooms, toilet facilities and other activities related to active use of parks

In the latest Capital Improvement Plan, the Town has identified the need for approximately \$3 million in improvements to parks and recreation facilities around the Town. While many of these projects will not be eligible for CDBG funding, a final determination would have to be made prior to funding these projects in a One Year Action Plan. There also continues to be a need for street tree replacement and new planting of street trees in eligible areas.

There is also currently a Master Plan for redevelopment of a town-owned and a state-owned reservoir in the Fisher Hill neighborhood of Brookline. The Master Plan calls for redevelopment of the site in part for active open space and in part for housing, of which a percentage would be affordable housing. The total cost of the open space portion of that project, including acquisition, design and construction, is \$4.6 million. At this time it is unclear whether some of that cost will need to be covered by CDBG or HOME funds in order to move forward. If so, an analysis of the eligibility of the project will need to be completed, since the Fisher Hill neighborhood is not a low- or moderate-income area.

4.5. Social Service Facilities

Funding repairs and improvements to the physical plant for social service providers continues to be a need in Brookline. The need for social services continues to increase in the Town, and as a result, the need for more space also increases. In addition, the aging of the building stock in general and the limited funding for building improvements has resulted in significant deferred maintenance in the buildings in which these programs are housed.

As part of the Capital Improvement Program (CIP) process, the Town has requested that any capital requests from such providers to the CDBG program be incorporated into the CIP. This permits the Town to understand the need for such improvements as part of its overall capital planning. The need for such improvements over the next five years is estimated to be \$957,500.

4.6. Public Services

Provision of public service funding is capped at 15 percent of total CDBG funding. In the past few years, the funding sought by social service providers has been twice that amount, forcing the Town to make difficult decisions every year about determining funding recipients.

Based on the increased need for social services, particularly for an aging population, there is no reason to think that the funding sought each year will decrease in the next five years. At the public hearing on needs, those present raised the issue of providing services to the elderly, particularly those who may be “house poor” – in other words, those that may own a valuable house but have difficulty paying for upkeep and maintaining their independence.

The need for social services over the next five years, based on past trends and expected future needs, is expected to continue at the rate of \$600,000 a year, or \$3,000,000 over the five year period covered by the Consolidated Plan. Of this, based on current regulations and funding levels, the Town will be able to fund \$300,000 a year, or \$1,500,000.

As indicated above, the need for public service funds far outweighs the ability to fund them, due to the 15 percent cap on funding public services. However, the needs assessment process indicated that one of the primary community development needs in the Town is additional public services that might help a diverse population remain and work in Town. The Town would be very interested in exploring ways in which additional funding for public services might be provided in the next five years.

4.7. Commercial Area Improvements

A healthy community needs healthy commercial areas. Brookline's commercial areas provide a variety of goods and services to Town residents. In addition, they provide employment opportunities at a range of skill and income levels.

Brookline Village meets the upper quartile test for eligibility, and other commercial areas may as well. Physical improvements to Brookline Village and other eligible locations will be a priority for the Town.

In the next five years, a need has been identified for physical improvements to the major commercial areas in Town. The Town has completed a Commercial Areas Streetscape Master Plan that outlined conceptual improvements that are needed in various commercial areas to increase attractiveness, pedestrian safety, and accessibility to businesses in these areas.

In addition to these projects, the Town's Comprehensive Plan has identified a need for improvements to the parking situation in the vicinity of several commercial districts, most notably Coolidge Corner. A need for such improvements has been repeatedly expressed by Town businesses, most recently during the needs assessment process in the Fall of 2004. The goals of such improvements would be threefold- first, to increase the overall supply to meet current demand; second, to increase the attractiveness of parking off-street to reduce the impact on nearby residential streets; and third, to provide a catalyst for redevelopment of surface parking lots on Centre Street into mixed-use development that would shield a rearranged parking area.

One of the recommendations of the draft Comprehensive Plan is to complete an overall District Plan for Coolidge Corner that would establish whether there is a community consensus for such an improvement. A major challenge for any such project would be staging it so that the parking supply isn't significantly reduced during the construction period.

4.8. Business Assistance

In addition to the physical improvements described in Section 4.7, there has been identified a need for business assistance programs in eligible areas. The types of assistance needed are similar to those used in other CDBG Entitlement Communities:

1. Assistance to Microenterprises: Microenterprises, or commercial enterprises with five or fewer employees of which one is the owner, are challenged by rents in Brookline and the need to compete with national chains. These microenterprises provide benefits to the community in terms of job opportunities, ownership opportunities, and involvement in the local community. The Town would like to explore the possibility of providing aid to microenterprises that provide job opportunities and training for low- and moderate-income residents in the next five years.
2. Façade Improvement Programs: Many communities use CDBG funds for matching grants to property owners in eligible commercial areas that construct improvements to their storefronts that increase their attractiveness and, indirectly, the vitality of the commercial district. Businesses in JFK Crossing, in particular, have identified a need for physical improvements. The Town would like to initiate a pilot façade improvement program in the next five years.

Although no interest in a series of business technical assistance workshops has been expressed by businesses today, the Town believes that such an interest might arise in the next five years. The Town would then work with the Small Business Administration and sponsor a set of workshops for local businesses in eligible areas.

TABLE 2B: NON-HOUSING COMMUNITY DEVELOPMENT NEEDS

PRIORITY COMMUNITY DEVELOPMENT NEEDS	Priority Need Level High, Medium, Low, No Such Need	Unmet Priority Need	Dollars to Address Unmet Priority Need	Goals
PUBLIC FACILITY NEEDS (projects)				
Senior Centers				
Handicapped Centers	Medium	3	\$957,000	2
Homeless Facilities				
Youth Centers				
Child Care Centers				
Health Facilities				
Neighborhood Facilities	Medium	5	\$255,000	1
Parks and/or Recreation Facilities	Medium	5	\$2,310,000	2
Parking Facilities	Medium	2	\$4,500,000	1
Non-Residential Historic Preservation				
Other Public Facility Needs	Low	24	\$48,230,000	0
INFRASTRUCTURE (projects)				
Water/Sewer Improvements				
Street Improvements	Medium	5	\$7,610,000	2
Sidewalks	Medium	4	\$240,000	2
Solid Waste Disposal Improvements				
Flood Drain Improvements				
Other Infrastructure Needs				
PUBLIC SERVICE NEEDS (people)				
Senior Services	High	941	\$750,000	843
Handicapped Services	Medium	378	\$500,000	200
Youth Services	High	90	\$750,000	65
Child Care Services	High	1,000	\$250,000	100
Transportation Services	High	2,500	\$150,000	250
Substance Abuse Services	Low	25	\$100,000	15
Employment Training	Medium	500	\$100,000	5
Health Services	Medium	1,000	\$100,000	10
Lead Hazard Screening				
Crime Awareness				
Other Public Service Needs	Medium	195	\$300,000	195
ECONOMIC DEVELOPMENT				
ED Assistance to For-Profits(businesses)	Medium	2	\$25,000	1
ED Technical Assistance(businesses)				
Micro-Enterprise Assistance(businesses)	Medium	3	\$60,000	1
Rehab; Publicly- or Privately-Owned Commercial/Industrial (projects)	High	4	\$70,000	2
C/I* Infrastructure Development (projects)				
Other C/I* Improvements(projects)	High	3	\$530,000	1
PLANNING				
Planning	High	5	\$2,000,000	5
TOTAL ESTIMATED DOLLARS NEEDED:			\$67,147,000	

* Commercial or Industrial Improvements by Grantee or Non-profit

5. STRATEGIC PLAN 2006-2010

5.A. RELATIONSHIP TO BROOKLINE'S COMPREHENSIVE PLAN 2005-2015

The recently completed Comprehensive Plan, based on a four year process, included over ten public forums and regular meetings of a representative Comprehensive Plan Committee. The Comprehensive Plan is designed to guide overall policy for the Town over the next ten years. As such, this plan embraces a longer timeframe and a broader overall scope than is required of the Consolidated Plan. However, in areas that overlap, the Comprehensive Plan provides valuable data as to the needs and proposed planning of Brookline residents that can be applied to the development of specific objectives and benchmarks for the Five Year Consolidated Plan.

The Comprehensive Plan places a high emphasis on the following Community Development issues:

- ➔ *Development of Affordable Housing*: Recommends that the Town double its rate of affordable housing production, to an average of 25 affordable units per year.
- ➔ *Neighborhood and District Planning*: Recommends a series of district, neighborhood and corridor plans including a Coolidge Corner District Plan, a Route Nine Plan, a Brookline Village District Plan and a Chestnut Hill District Plan.
- ➔ *Sound Economic Development*: Recommends that the Town promote economic development for neighborhoods that are contiguous or adjacent. This would embrace the promotion of existing commercial areas and subsequent new construction.
- ➔ *Open Space Protection and Enhancement*: Recommends that the Town take proactive steps to protect and preserve unprotected open space.

Many of these community development issues might utilize formula grant funding.

5.B. OBJECTIVES, OUTPUTS AND OUTPUT INDICATORS

The Town of Brookline has outlined its goals for the next five years in the format developed by the *Joint HUD/OMB/Grantee Outcome Measurement Working Group*. This format defines each project or activity as fulfilling one of three objectives for the four formula block grant programs: CDBG, HOME, HOPWA, and ESG.

1. Suitable Living Environment;
2. Decent Affordable Housing; and
3. Creating Economic Opportunities.

This format further defines each project or activity as meeting one of three outcomes:

1. Availability/Accessibility
2. Affordability
3. Sustainability: Promoting Livable or Viable Communities.

5.b.1. Homeless Goals

Goal 1.1.: Increase the stock of permanent supportive housing to reduce homelessness among individuals and families.

Objective: Decent Affordable Housing

Outcome: Accessibility for the purpose of providing decent affordable housing.

Output Indicator: 32 homeless households have access to permanent supportive housing for the purpose of providing decent housing.

Goal 1.2.: Provide emergency and transitional shelter for homeless individuals and families.

Objective: Decent Affordable Housing

Outcome: Availability for the purpose of providing decent affordable housing.

Output Indicator: 75 homeless households have access to emergency and transitional shelter for the purpose of providing decent housing.

Goal 1.3.: Provide outreach and supportive services to homeless individuals and families.

Objective: Suitable Living Environment

Outcome: Accessibility for the purpose of creating a suitable living environment.

Output Indicator: 300 homeless households have access to outreach and supportive services for the purpose of creating a suitable living environment.

5.b.2. Special Needs Goals

Goal 2.1.: Provide victims of domestic violence with transitional housing, counseling, and other support

Objective: Suitable Living Environment

Outcome: Accessibility for the purpose of creating a suitable living environment.

Output Indicator: 100 victims of domestic violence have access to transitional housing, counseling, or other support for the purpose of creating a suitable living environment.

Goal 2.2.: Provide the elderly with transportation to remain living independently and remaining active in their community

Objective: Suitable Living Environment

Outcome: Sustainability for the purpose of creating a suitable living environment.

Output Indicator: 1000 elderly riders are provided transportation for the purpose of sustaining a suitable living environment.

5.b.3. Housing Goals

Goal 3.1.: Work with non- and for-profit developers to acquire and redevelop existing rental units for cost burdened residents of Brookline earning less than 80% of median income, including small and large families, and single person households.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing.

Output Indicator: Acquire and redevelop 20 affordable housing units in the next five years for cost burdened residents earning less than 80% of median income for the purpose of providing decent affordable housing.

Goal 3.2.: Assist qualified non- and for-profit developers to develop affordable new rental for households earning less than 60% of area median income as well as ownership and rental opportunities for households earning less than 80% of area median income.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing.

Output Indicator: 20 households earning less than 60% of area median income, and 25 households earning less than 80% of area median income have affordable units developed for the purpose of providing decent affordable housing.

Goal 3.3.: Work with private developers to develop on-site affordable units in market-rate developments, as part of the Town's Inclusionary Zoning By-law.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing.

Output Indicator: 20 on-site affordable units developed as affordable for the purpose of providing decent affordable housing.

Goal 3.4: Maximize continued affordability in expiring use developments.

Objective: Decent Affordable Housing

Outcome: Sustainability for the purpose of providing decent affordable housing.

Output Indicator: 30 expiring use units will be sustained in the next five years as affordable housing for the purpose of providing decent affordable housing.

Goal 3.5.: Assist low and moderate income renter households with the purchase of a home in Brookline through the Homebuyer Assistance Program.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing.

Output Indicator: 10 low- and moderate-income renter households are assisted in purchasing an affordable home for the purpose of providing decent affordable housing.

Goal 3.6.: Strengthen local non-profits developing and preserving affordable housing by supporting with operating expenses.

Objective: Decent Affordable Housing

Outcome: Sustainability for the purpose of providing decent affordable housing.

Output Indicator: One local non-profit is sustained with the support of operating expenses for the purpose of providing decent affordable housing.

Goal 3.7.: Assist with rental housing subsidies extremely low and very low income small families, large families and elderly persons who have a cost burden of either >30% of income or >50% of income.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing.

Output Indicator: 660 rental households provided vouchers have affordable housing for the purpose of providing decent affordable housing.

Goal 3.8.: Make capital improvements to Brookline Housing Authority (BHA) properties that are consistent with BHA planning and the needs of its target populations

Objective: Decent Affordable Housing

Outcome: Sustainability for the purpose of providing decent affordable housing.

Output Indicator: The BHA sustains one capital improvement identified by their planning process within three years, and three capital improvements over five years for the purpose of providing decent affordable housing.

Goal 3.9.: Increase the number of handicapped accessible affordable units in BHA properties or elsewhere

Objective: Suitable Living Environment

Outcome: Accessibility for the purpose of creating suitable living environments.

Output Indicator: Five households have access to affordable handicapped accessible units within five years (2 units within 3 years; 3 units within 5 years) for the purpose of creating suitable living environments.

Goal 3.10: Where appropriate, work with a private developer to improve town-owned land for redevelopment as mixed-income housing.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing.

Output Indicator: One town-owned parcel redeveloped as affordable for the purpose of providing decent affordable housing.

5.b.4. Community Development Goals

Goal 4.1.: Continue to bring public facilities into conformance with the Americans with Disabilities Act (ADA) and make other improvements to provide access to low- and moderate-income persons

Objective: Suitable Living Environment

Outcome: Accessibility for the purpose of creating a suitable living environment.

Output Indicator: Four public facilities made accessible for the purpose of creating a suitable living environment.

Goal 4.2.: Continue to improve public infrastructure in eligible areas through streetscape improvements and ADA improvements

Objective: Suitable Living Environment

Outcome: Accessibility for the purpose of creating suitable living environments.

Output Indicator: Five public infrastructure improvements are made accessible for the purpose of creating suitable living environments.

Goal 4.3: Construct improvements to eligible park and recreation facilities to improve the quality of life for low- and moderate-income residents

Objective: Suitable Living Environment

Outcome: Sustainability for the purpose of creating suitable living environments.

Output Indicator: Four community facilities will be sustained through improvements for the purpose of creating suitable living environments.

Goal 4.4.: Improve and expand social service facilities to meet the need of the community

Objective: Suitable Living Environment

Outcome: Sustainability for the purpose of creating suitable living environments.

Output Indicator: Three social service facilities sustain improvements for the purpose of creating suitable living environments.

Goal 4.5.: Fund commercial area improvements to assist in the success of microenterprises and other businesses in eligible areas

Objective: Creating Economic Opportunities

Outcome: Sustainability for the purpose of creating economic opportunities.

Output Indicator: One eligible area sustains one commercial area improvement for the purpose of creating economic opportunities.

Goal 4.6.: Explore ways to effectively assist businesses in Brookline

Objective: Creating Economic Opportunities

Outcome: Sustainability for the purpose of creating economic opportunities.

Output Indicator: One pilot program sustains five businesses for the purpose of creating economic opportunities.

TABLE 2C: SUMMARY OF SPECIFIC HOUSING & COMMUNITY DEVELOPMENT GOALS

Goal #	Specific Goals	Output Indicator	Expected Units
	<i>Rental Housing Goals</i>		
3.1	Work with non- and for-profit developers to acquire and redevelop existing rental units for cost burdened residents of Brookline earning less than 80% of median income, including small and large families, and single person households.	Units	20
3.2	Assist non- and for-profit developers to develop affordable new rental for households earning less than 60% of area median income.	Units for <60% Median Income	20
3.4	Maximize continued affordability in expiring use cooperative.	Units	30
3.6	Strengthen local non-profits developing and preserving affordable housing by supporting with operating expenses.	Organizations	1
3.7	Assist with rental housing subsidies extremely low and very low income small families, large families and elderly persons who have a cost burden of either >30% of income or >50% of income.	Voucher	660
3.8	Make capital improvements to Brookline Housing Authority (BHA) properties that are consistent with BHA planning and the needs of its target populations	Improvements	3
3.9	Increase the number of accessible affordable units in BHA properties or elsewhere	Units	3
	<i>Owner Housing Goals</i>		
3.2	Assist qualified non- and for-profit developers to develop affordable new ownership opportunities for households earning less than 80% of area median income. <i>(Note: some units may be rentals)</i>	Units for <80% Median Income	25
3.3	Work with private developers to develop on-site affordable units in market-rate developments, as part of the Town's Inclusionary Zoning By-law. <i>(NOTE: Some units will be rentals)</i>	Units	20
3.5	Assist low and moderate income renter households with the purchase of a home in Brookline through the Homebuyer Assistance Program.	Households	10
3.11	Where appropriate, work with a private developer to improve Town-owned land for redevelopment as mixed-income housing	Town-owned Parcel	1

**TABLE 2C: SUMMARY OF SPECIFIC HOUSING & COMMUNITY DEVELOPMENT GOALS
(CONTINUED)**

Goal #	Specific Goals	Output Indicators	Expected Units
	<i>Community Development Goals</i>		
4.4	Improve and expand social service facilities to meet the need of the community	Facilities	3
	<i>Infrastructure Goals</i>		
4.3	Continue to improve public infrastructure in eligible areas through streetscape improvements and ADA improvements	Improvements	4
	<i>Public Facilities Goals</i>		
4.1	Continue to bring public facilities into conformance with the Americans with Disabilities Act (ADA) and make other improvements to provide access to low- and moderate-income persons.	Facilities	4
4.2	Construct improvements to eligible park and recreation facilities to improve the quality of life for low- and moderate-income residents	Parks	5
	<i>Economic Development Goals</i>		
4.5	Fund commercial area improvements to assist in the success of microenterprises and other businesses in eligible areas	Improvements	1
4.6	Explore ways to effectively assist businesses in Brookline	Programs	1

5. First Program Year Action Plan FY 2006

The Town of Brookline in fiscal year 2006 will undertake projects which are consistent with the primary objective of the Housing and Community Development Act of 1974 as amended. These projects will provide benefits to low and moderate income persons who reside within an eligible area or directly benefit low and moderate income persons. Activities such as affordable housing, public services, open space/parks, and removal of architectural barriers for handicap access will be supported Town-wide. As the Town explores ways to create economic opportunities these projects will directly support low and moderate income property owners.

Within the Town there are no areas of racial or minority concentrations or any majority of low and very low income persons. Therefore funds and programs are not targeted to such areas, but the Town does use resources to benefit residents in eligible areas where the highest concentration of low and moderate income households reside. The Town as an "exception" community faces certain challenges to commit resources to areas with 34.5% low and moderate income residents or higher.

Through its commitment to create and preserve affordable housing for low and moderate income residents in Brookline, the Town continues to provide technical and financial assistance to owners, non-profit organizations, and other committed parties as they collaborate to address the long term needs of households who are at risk of losing affordability or helping to develop affordable rental and homeownership opportunities. Opportunities as they arise may not be in any geographic "exception" areas, but staff will work to identify potential overall feasibility of a project and identify funding resources.

With the completion of the Five Year Consolidated Plan and projected goals to be achieved over five years, the Town will embark on plans to strategically meet objectives by partnering with as many organizations to achieve success. Public service programs supported or operated by the Town, will address the human service needs targeted at low and moderate income individuals and families residing in Brookline. All programs whether area benefit or direct benefit activities will be consistent with the Town's goals of diversity and improvement.

Obstacles to meeting underserved needs in the Town of Brookline are primarily insufficient funding. Funding from the two formula grants the Town receives, CDBG and HOME Investment Partnership funds, do not begin to address needs. Typically applications for these funds are double or treble what funds the Town has actually received. The Town will continue its successful leverage of financial support from other federal, state, local, and private sources to meet housing development and stabilization needs, and/or other physical, social and economic development needs.

Citizen Participation

The Department of Housing and Urban Development declares that the primary purpose of the programs covered by the Citizen Participation Plan is to improve communities by providing: decent housing, a suitable living environment, and expanded economic opportunities – all principally for low- and moderate-income people. Therefore, it is necessary that this process genuinely involve low income residents to determine whether funds effectively meeting the needs of the Town; the types of resources and services needed in the future; and to help develop priorities.

The Department of Planning and Community Development works closely with the CDBG Advisory Committee and Board of Selectmen in the development of the One Year Plan. Collaboration includes consultation with the Brookline Housing Authority, Brookline Preservation Commission, Brookline Health Department, Brookline-Newton-Watertown Continuum of Care, Housing Advisory Board, special needs and social service providers.

In addition to working with the aforementioned Town departments and agencies, the CDBG Advisory Committee holds public hearings, and publishes public notices about these hearings that are placed in the Brookline TAB and in Town Hall. Notices are also sent to Town officials and departments, neighborhood groups, and various non-profits. These hearings relative to the formula grant are held in Town Hall by the Board of Selectmen.

Attendance at the hearings is promoted particularly for low- and moderate-income citizens and citizen groups located in low income areas of the town in which entitlement grant program funds are directed. The Public Hearings are announced through the publication of a Public Hearing Notice, containing the date, time, location, and subject matter of the Public Hearing, and shall be provided once certain documents are available, such as the Proposed Annual Action Plan or Consolidated Plan, any proposed and final substantial Amendment to the Action Plan or Consolidated Plan, and the Annual Performance Report. The notice is published in legal sections of newspapers and online within the Department's schedule of meetings, at least ten days prior to the date of each hearing.

In an effort to broaden public participation, additional advertisements and public hearing notices will be mailed to non-profit organizations, citizen advisory committee members, minority and non-English speaking citizen groups, and to groups representing people with special needs. Public housing authorities and other groups providing housing to low-income persons are also encouraged to post notices in their housing. The Town of Brookline provides citizens, public agencies and other interested parties with reasonable and timely access to local meetings relating to the development of the consolidated plan, and held at locations accessible to persons with disabilities. Provisions will be made for people with disabilities, and for those persons who do not speak English, translators will be provided though requests made in advance of the hearing.

To date the Town has not received any citizen comments or views on the plan whether in writing or through fax.

Institutional Structure

The Housing Division works closely with a number of other Town departments, commissions, and non-profit organizations to achieve its goal of safe and affordable housing. Specific actions that will take place in FY06 that support the development of institutional structure include:

- The Housing Advisory Board (HAB), responsible for advising the Board of Selectmen and recommending policies and programs related to affordable housing, will meet on a monthly basis to review all affordable housing projects and make recommendations regarding appropriations of Town-controlled resources for affordable housing to the Board of Selectmen.
- The Brookline Housing Authority (BHA) will be exploring the possibility of creating internal expertise in housing development in order to augment its mission of owning and operating Brookline's public housing stock.
- The Brookline Improvement Coalition, Inc. (BIC), the Town's CHDO, will continue to own and operate a number of affordable housing projects, while exploring potential for a new development project to undertake during the coming fiscal year.
- The Brookline Council on Aging is exploring the potential of matching over- and under-housed seniors through a voluntary program that helps seniors to maintain their long-term homes. A group of senior volunteers at the Council is currently surveying older homeowners who may be interested in sharing their homes with other Brookline seniors needing homes. The goal is to reduce housing costs for both groups and to help seniors to continue to live in Brookline.
- The Brookline Health Department will continue to enforce health and sanitary code issues related to the Town's housing stock and is responsible for all lead paint assessments, inspections, screening programs, and the enforcement of lead paint abatement.

In addition to these agencies, departments, and commissions, the Housing Division will continue to encourage high-quality, non-profit organizations experienced in the field of affordable housing development to undertake new projects within the Town.

Monitoring

Grantees are monitored annually by the Town of Brookline beginning the third quarter of the fiscal year. All new recipients of the grant are automatically monitored. For all other grantees particularly public service recipients, a risk analysis are performed to determine what projects will be monitored, the level of review, and the areas covered. Four risk factors are taken into consideration when selecting an activity for monitoring: program complexity, capacity of the organization, recent issues or problems, and past monitoring experience. Once this has been determined the following procedures are set forth:

- **Risk factors are analyzed and monitoring schedule laid out.**
- **Letters are sent to sub recipients notifying them of the**
- **monitor.**
- **Initial interview with program director to review purpose of monitor and schedule of review**
- **Meeting with program staff to discuss activity, issues, and performance.**
- **Review of materials provided by activity which details areas of monitor review set forth (including a sampling of case files).**
- **Exit review of monitoring results with program director to discuss findings/determinations/ or concerns.**
- **Letter is sent to program with review of conclusions and any follow up actions required.**

New Recipients

For new recipients to the grant, particularly public service providers, an additional monitor step is included. Prior to the beginning of the new fiscal year for which they are being funded, new public service providers are sent a letter stating that they met one of the national objectives of the grant and were deemed an eligible activity. The activities they are providing must benefit a limited clientele, some 100% and others at least 51% of whom are of low and moderate income. As such, information is required on family size and income of each client/program participant to document eligibility. This is considered phase one of the monitoring process. The providers are then required to submit, prior to their first draw down, the aforementioned income documentation specific to their activity. Documentation determining income eligibility for program applicants is reviewed and comments made accordingly. Once the program/activity is underway and performing, the aforementioned procedural steps take place.

Assisted Housing

The Town of Brookline's commitment to ensure long-term program compliance of Federally assisted housing includes an aggressive property inspection along with review of tenant and owner/manager files on an annual basis. The monitoring policy for assisted housing is completed in two phases by utilizing the following process:

Phase I

A written notice of monitoring is sent to the owner/manager detailing the Town's monitoring process. A follow-up phone call to is made to set an appropriate date and time to begin the process. The site inspection begins with a brief interview with the site manager to clarify and address questions the designated monitor may have about the site. The visit continues with a thorough inspection of the physical property, including visual inspection of a minimum of 20% of the units, all common areas and facilities and all building systems. Deficiencies are noted on the inspection form and are included as part of the permanent file. A written report detailing positive and negative findings is mailed to the owner/operator within two weeks of the site inspection. The owner is required to correct all negative findings immediately and to contact the inspector for a reinspection to

clear all failures. At the time of reinspection, all corrected items are noted on the inspection form and included in the permanent file.

Phase II

Another follow-up phone call is made to set a time and date for review of the files. This visit begins with an interview of the owner/manager (keeper of the records) to clarify any questions or concerns the monitor may have. Tenant files are reviewed for compliance with regulations including but not limited to the tenant selection procedures, appropriate notices to program applicants, rent monitoring, income verification procedures and leases. Included in this monitoring phase is the review of the owner's tenant selection and affirmative marketing policies and procedures. The visit is concluded with an exit interview with the owner/manager to discuss any issues uncovered during the visit as well as any positive and/or negative findings. All positive and negative findings are noted at the time of the monitoring visit and are included in a report mailed within two weeks of the visit to the owner/manager. The report includes information and advise on how to correct all negative findings. The owner/manager is allowed a reasonable amount of time to enact appropriate policies and procedures to remedy such deficiencies. Upon satisfactory review of implementation of such policies and procedures, the Town prepares and mails a written report acknowledging correction of the negative findings.

Affordable Housing

All affordable housing projects are monitored on an on-going basis in one of several ways, depending on the project type. For affordable rental developments, an Owner's performance Agreement is established at closing, outlining the period for which the property is to remain affordable and the specific household income levels that the rental project is expected to serve. The Town has also required **all subrecipients who have received federal funding through either HOME and/or CDBG to develop low-income rental housing to provide annual income verifications on all tenants as well as information on rents charged, including the tenants portion in the case of Section 8. The Town's Housing Division staff then annually perform inspections on all projects receiving federal funds to ensure that the properties meet Section 8 housing quality standards.**

First Time Home Buyers

All homeowners who have received financial homebuyer assistance are monitored on an annual basis to verify continued owner occupancy. The Brookline Homebuyer programs require that all units purchased with HOME funds remain buyer-occupied throughout the term of the mortgage. On an annual basis, each buyer is contacted by certified mail with a return receipt request. This mailing has an enclosed statement of certification that the buyer still occupies the unit as his/her primary residence and that he/she is in compliance with all terms, conditions and requirements set forth in the mortgage and promissory note. The buyer must sign and return the certification to the Town. In addition, the Town verifies occupancy by checking the tax rolls at the Assessor's Office to determine if the owner continues to qualify for the Town's residential exemption. Street listings published annually by the Town are also reviewed. If any unit is found to be not in

compliance, the Housing Division staff will work with the Town Legal Counsel's office to initiate foreclosure and recapture of the unit.

Overall the Town plans to insure compliance with all applicable program requirements, provide more efficient monitoring of recipients, particularly with the timeliness of expenditures, through the incorporation of elements within the agreements between the recipients and the Town. The elements included, but are by any means limited to the following:

- Performance standards
- Reporting requirements
- Monthly status reports
- Monthly client profile reports
- Conditions and clarifications required by HUD for contracts funded by the block grant
- Construction projects-Milestone Schedule/progress reports
- Funds projected/Funds drawn

These elements are reviewed monthly to help the Town to better focus in on a project, identify if and when delays may occur, reprogram funds, and identify activities that need to be modified or terminated.

Lead-based Paint

A key part of Brookline's strategy to create permanent affordable housing is converting existing market-rate housing into permanently affordable units via non-profit purchase and rehabilitation. For any redevelopment project receiving federal or state funding, all subsidized units and common spaces must be lead abated. The Housing Division will work with non-profit owners to ensure that any projects receiving federal funding is properly lead abated.

The Town of Brookline is the locally authorized lead paint abatement processing agency through MassHousing, Inc. People are referred to the MassHousing website for the latest information and availability of funding. As the authorized agency, the Town does initial loan packaging along with working with property owners to determine the extent of abatement required under the Massachusetts state law and the process required under said law. The Town will continue to be a certified agency and encourage owners to participate in the MassHousing "Get the Lead Out Program".

As required by state law, when there is a child under the age of six years, the health inspectors for the Town perform lead determinations in a unit whenever a tenant files a complaint or if an inspection is required by the State Sanitary Code for any other reason and the unit is occupied by children under the age of six years. State law also requires that prior to enrolling in public schools all children be screened for lead poisoning. Children that have been determined to be in the high risk category, must be screened every six months.

Specific Housing Objectives

Goal #1: *Work with non- and for-profit developers to acquire and redevelop existing rental units for cost burdened residents of Brookline earning less than 80% of median income.*

The Town continues to encourage non-profit affordable housing developers to seek opportunities for new projects within Brookline. The Housing Division of the Department of Planning and Community Development does outreach to property owners and brokers, and brings together particular opportunities with nonprofit owners. Over the past year several specific opportunities have been identified and the Housing Division staff will continue to pursue with the expectation that at least one project will move forward into the acquisition phase.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing

Indicator #1: As a result of continued outreach to rental property owners, brokers and realtors, and property visits, at least one additional property acquisition with approximately 15 units for affordable housing.

Expected Resources: Home, CDBG, Housing Trust, State, Private

While the Town generally does not engage in funding of rehabilitation projects of existing affordable housing, this calendar year the Division was presented with a unique case which warranted consideration. A 28-room lodging house purchased and rehabilitated in 1988 by a long –standing nonprofit partner of the Town requested assistance for several major capital repairs needed on the property. The Town is working with this non-profit, the Paul Sullivan Housing Trust, to refine the project budget and will structure the loan with a permanent deed restriction on the property. This property represents the last affordable housing project in Town lacking a use agreement which ensures long-term affordability.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing

Indicator #2: Support permanent affordability of 1043-1045 Beacon Street through a modest rehabilitation grant to make much needed capital repairs.

Expected Resources: CDBG, Private

Goal #2: *Assist qualified non- and for-profit developers to develop affordable new rental for households earning less than 60% of area median income as well as ownership and rental opportunities for households earning less than 80% of area median income.*

The construction of the 59-unit project by the Planning Office of Urban Affairs of the Archdiocese of Boston has started and will be moving into full construction over the coming fiscal year. Having completed a successful Section 106 historical review, the developer will finalize plans and pull a building permit for the project in the coming months. The Town has committed up to \$3.5 million in Town resources to this project, which will successfully achieve significant affordable housing while preserving the St.

Aidan's church as market rate housing and conserving the church's forecourt as a public space.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing.

Output Indicator: Construct 20 low income rentals and 30 low-moderate and upper-moderate income condominium units on the site of the former St. Aidan's Church, using low income tax credits, syndication, HOME, State, Brookline Housing Trust and private funds.

Expected Resources: HOME, Brookline Housing Trust, State Sources, Private Sources

Goal #3: *Work with private developers to develop on-site affordable units in market-rate developments, as part of the Town's Inclusionary Zoning By-law.*

Over the coming year, the Housing Division will work with private developers of two projects to craft affordable housing agreements which include on-site affordable units. In one case, 2 condominium units out of a total of 9 will be available to households earning less than 80% of median income. In the second project, 4 out of 29 units will be available for rent to low and moderate-income households. The Town will work with developers to implement affirmative marketing and tenant selection plans for each project. The Planning Department also expects to begin work on two other inclusionary zoning projects containing an additional 13 affordable homeownership units.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing

Indicator: Complete and sell at least 2 affordable condominium units and rent 4 affordable rental units for low, low-moderate and upper-moderate households, now under development and/or construction under the Town's Inclusionary Zoning By-law.

Expected Resources: Private

Goal #4: *Maximize continued affordability in expiring use developments.*

In April of 2006, a 116-unit Cooperative, originally built with funds from HUD's 221(d)3 Program, will be completing its 40-year HUD regulatory agreement. The Town has no official use restrictions on the property but does maintain some legal rights over transfer of the development's assets. The Town has met several times with the Board of Directors and is actively encouraging residents to consider restructuring into a mixed-use development, while maintaining at least 25% of the units as permanently affordable to households earning less than 80% of area median income.

Objective: Decent Affordable Housing

Outcome: Sustainability for the purpose of providing decent affordable housing.

Indicator #1: Negotiate with members of the 116-unit "expiring use" Brookline Cooperative aimed at a continuation of affordability.

Expected Resources: Private

Goal #5: Assist low and moderate income renter households with the purchase of a home in Brookline through the Homebuyer Assistance Program.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing

Indicator: Assist at least two low- and moderate-income homebuyers with the purchase of a home in Brookline through Brookline's Homebuyer Assistance Program.

Expected Resources: HOME, CDBG, Private

Goal #6: Where appropriate, work with a private developer to improve town-owned land for redevelopment as mixed-income housing.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing

Indicator: Select a developer and develop a plan for disposition of the five-acre Town-owned Fisher Hill Reservoir, expected to include a new, mixed-income residential development.

Expected Resources: Private

Needs of Public Housing

Goal #1

To make capital improvements to Brookline Housing Authority properties that are consistent with BHA planning and the needs of its target populations.

One of the goals outlined in the Consolidated Plan is to make capital improvements to BHA properties that are consistent with BHA planning and the needs of its target populations. Over the next year the BHA will undertake a major capital improvement project at the Colonel Floyd Apartments, a sixty unit complex for elderly and disabled low-income persons.

Built and subsidized with funds from the Commonwealth of Massachusetts, over time this public housing development has suffered from deterioration of conditions because of inadequate funding for capital improvements. Deterioration of concrete, roofing, and columns has lead to a dangerous situation, threatening the building's stability and creating a neighborhood eyesore. Completion of these capital improvement projects will ensure that the visible and dangerous deterioration will be corrected and that acceptance of units by applicants will increase with removal of visible decay.

Objective: Decent Affordable Housing

Outcome: Sustainability for the purpose of providing decent affordable housing

Indicator: The BHA will accomplish one major capital improvement project for the purpose of providing decent affordable housing.

Expected Resources: CDBG, Capital Fund Program

Goal #2:

To assist with rental housing subsidies extremely low and very low income small families, large families and elderly persons who have a cost burden of either > 30% or income or > 50% of income.

The Town of Brookline will not use its HOME funds for tenant rental subsidies in fiscal year 2005. All rental vouchers are administered through the Brookline Housing Authority through either the HUD Section 8 Voucher Program or through the Massachusetts Rental Voucher Program. Currently the Brookline Housing Authority projects it will be providing subsidies to 613 households through the HUD Section 8 Voucher Program and subsidies to 44 households through the Massachusetts Rental Voucher Program.

Objective: Decent Affordable Housing

Outcome: Affordability for the purpose of providing decent affordable housing.

Indicator: 660 rental households will be provided with vouchers for rental housing assistance for the purpose of providing decent affordable housing.

Expected Resources: Section 8 Program, Massachusetts Rental Voucher Program

Goal #3:

Increase the number of handicapped accessible affordable units in BHA properties or elsewhere.

The Brookline Housing Authority is currently converting two 1-bedroom units into two 2-bedroom wheelchair accessible units.

Objective: Suitable Living Environment

Outcome: Accessibility for the purpose of creating suitable living environments.

Indicator: Two BHA units are converted into wheelchair accessible units.

Resources: Capital Fund

The Brookline Housing Authority has not been identified as a troubled agency by HUD.

Barriers to Affordable Housing

Over the coming year, the Town will undertake a number of actions to mitigate, reduce or eliminate the barriers to affordable housing include the following:

- using Town-controlled funding, including HOME, CDBG, contributions from Town operating income and payments from developers operating under the Town's inclusionary zoning regulations, to leverage the maximum amount of additional resources to support affordable housing;
- explore alternative Brookline-based programs for funding of affordable housing, specifically a fee charged on conversion of existing rental housing into condominiums;

- assuring that resources expended serve future, as well as present generations, by guaranteeing affordability for the longest period possible;
- working with local and regional banks to encourage favorable lending to income-eligible buyers;
- doing outreach to multi-family property owners and brokers in order to identify existing rental properties which may be sold to a nonprofit for improvement and operation as affordable housing;
- identifying and pursuing, for potential affordable housing development, properties in transition, including privately-owned institutional properties and properties in the public domain, such as surplus property or air rights controlled by the Town, the State or another agency;
- Providing property tax exemptions and deferrals for low-income senior and disabled households
- assisting nonprofits to make accessibility improvements to existing and redeveloped residential properties;
- supporting the preservation and creation of senior housing in general and assisted living opportunities in particular;
- Explore the creation of a standing housing/open space/commercial interest task force to respond in a more coordinated fashion to tradeoffs among these important but often competing public benefits.

In addition to these on-going activities, over the next two to three years the Town will explore specific changes to its zoning by-law that will reduce obstacles and encourage the development of affordable housing. Specific changes being explored include:

- *Include Affordable Housing in the Public Benefits Sections of the Zoning By-law:* Section 5.21 of the zoning by-law permits an increase in floor area ratio of new developments which provide a range of public benefits such as public parking, public open space, improved pedestrian walkways, preservation of historic structures, and affordable housing. In the next two years, the Planning Board and Housing Advisory Board will begin work on possible amendments to the zoning by-law to strengthen affordable housing as a public benefit under Section 5.21. The Town will also explore the option to amend Section 5.21 to include lots of less than 20,000 square feet as well as those currently with maximum FAR requirements of less than 1.5. In addition, the Town will review the by-law for other incentives to build affordable housing, including relief on height, dimensional and parking requirements, as appropriate to particular zoning districts and neighborhood contexts.

- *Designate Urban Center Housing Districts that Qualify for Tax Increment Financing:*

A state law passed in 2003 allowed municipalities to designate specific areas where they can grant property tax relief to developers of affordable and mixed-income housing for up to 20 years. Such tax relief could provide developers with revenues need to subsidize affordable units within their projects, beyond those required by the inclusionary zoning by-law. The Housing Advisory Board will explore pursuing this strategy as a way to support mixed-income housing development in specifically designated commercial areas. This strategy will be explored along with other options which create specific districts that provide incentives for affordable housing development, such as affordable housing overlay districts in commercial areas and overlay districts under MGL Chapter 40R.

- *Create Planned Development Districts as Zoning Overlays for Institutional Properties:*

The Planning and Community Development Department will begin the process of evaluating sites for possible Planned Development District (PDD) designations and drafting a model PDD by-law that could then be tailored to specific sites in upcoming years. PDD overlays should be established as a special permit process for large parcels of conservation interest, most likely land currently owned by institutions. The PDD process would provide an additional level of flexibility to master plan these parcels by special permit. At the same time, the PDD would require an additional level of review on the part of the Town. The PDD by-law would include a series of standards and guidelines to be met in the areas of affordable housing, site planning, open space, parking, and so on, while allowing for sensitive and innovative design of the site to accommodate a variety of uses and activities.

HOME/ American Dream Down Payment Initiative (ADDI)

One of the Town's key goals under the HOME program is to assist low and moderate income renter households with the purchase of a home in Brookline through the Homebuyer Assistance Program. The Housing Division offers technical and financial assistance to those seeking to purchase a home in Brookline. Technical assistance is made available on a one-on-one basis to all applicants, and addresses housing needs, credit, cash requirements, and selection of a realtor and lender. Collaborating with other public agencies, the Town strives to increase affordability by assisting low-and moderate income buyers with favorable borrowing terms, including beneficial interest rates and assistance with down payment and closing costs.

In FY06 the Town will make at least two loans each utilizing up to \$75,000 of HOME funds to assist in homebuyer costs. In addition, up to \$10,000 may be made available to families who need additional assistance through the WestMetro Consortium's American Dream Down Payment Initiative (ADDI) funding, as described below.

In FY06, the MetroWest HOME Consortium was allocated \$48,905 for the ADDI to assist qualified low-income families who are first-time homebuyers. Consortium members have access to those funds through their homebuyer assistance programs. The Consortium will reach out to residents of public and manufactured housing and to other families assisted by public agencies to encourage participation in the program. Once identified, participating families will complete a homebuyer education course and participate in post-purchase counseling.

Resale/ Recapture of HOME/ADDI funds

Under Brookline's Declaration of Restrictive Covenants, the purchase price of the Property under the Purchase Rights shall be one of the following:

- (i) If the Owner proposes to sell or otherwise voluntarily transfer the Property,
 - (A) The amount for which the Owner proposes to sell or transfer the Property, or
 - (B) The Maximum Sales Price determined as stated below, if less; or
- (ii) In all other cases, the Maximum Sales Price determined as stated below.

The Maximum Sales Price shall be the price which was paid by the Owner at the time of purchase of the Property, adjusted by changes to Area Median Income between the date of the Owner's purchase and the Owner's sale of the Property, plus the Owner's share of the then existing condominium capital replacement reserves, plus the Owner may recoup up to one percent of the original sales price, per year of ownership, for documented out-of-pocket costs of capital improvements, exclusive of any state, Federal or other grant programs which provided the funding for any capital improvement(s). The Maximum Sales Price shall include the aggregate of all money, property and services of every kind given or paid by the buyer to or for the benefit of the Owner in connection with the transfer of the Property, including any consideration paid for any other real property or personal property conveyed by the Owner to the buyer.

If only ADDI funds are used (and not other HOME funds) for homebuyer assistance, then ADDI funds advanced to a homeownership unit will be secured by a mortgage, note and deed restriction and repaid to the ADDI fund pool at the time of resale of the property by the homeowner. Repayment will consist of the ADDI principal only. If HOME funds are used in conjunction with ADDI funds, then the resale/recapture procedures shall be as described above.

In the case of all of the Town's restrictions, the Town also has a right to require sale of the property in the event that the owner is not complying with the restrictive covenant with regard to using the property as primary residence, staying current with mortgage, tax payments and condominium fees, etc.

Homeless

Sources of Funds

The Town of Brookline, in collaboration with the cities of Newton and Watertown, is part of a small Continuum of Care developed to help prevent homelessness, allay any immediate crises the homeless may experience, and assist homeless people to stable, full

lives. The Continuum of Care works as a vehicle of the Brookline-Newton-Watertown Consortium and has acted as the sponsor in a competitive application process for the Supportive Housing Program funds on behalf of area providers under the Stewart B. McKinney Homeless Assistance Program. In 2003, the Continuum was not as successful as it had been in the past in being awarded three year grants, and only received funding for one year to support three projects totaling \$165,672 was granted. Through the improved organized efforts of the Continuum, its new Planning committee and with the help of a professional consultant, an extensive evaluation of the Consortium was conducted over the past year to ensure that the grant needed to fully fund projects would be awarded. Recently, the U.S. Department of Housing and Urban Development announced the award of \$1,492,562 in the FY2004 Continuum of Care Supportive Housing Program grant funds for ten projects in the Brookline-Newton-Watertown Continuum of Care. These funds will be used to provide housing and supportive services for homeless people at sites in each of the Consortium communities.

Homelessness

The priority needs of homeless individuals and families are developed utilizing the results from a point-in-time homeless survey and housing inventory update conducted annually, through which the Continuum of Care is able to determine the amount of unmet need for emergency shelter, transitional housing, and permanent supportive housing for the homeless. The Continuum's strategy is to maintain and continue to add to this housing stock, and prioritize projects that create housing for the chronically homeless when applying for the McKinney-Vento funding. As part of the McKinney-Vento Competition, a gaps analysis is prepared to cover the Continuum communities. This analysis uses the given network of housing and services, local support, and efforts to actively end and eliminate homelessness, to show what needs still exist. As part of its streamlined planning process, the Continuum will also improve coordination of information on vacancies in permanent supportive housing units, by facilitating better linkages between homeless services providers and owners of mainstream permanent supporting housing to improve access for the homeless.

Chronic Homelessness

Over the past year the Continuum of Care has reorganized its planning process, making it more effective at forwarding their strategy to reduce and eliminate chronic homelessness. Efforts from community-based organizations, homeless advocacy groups, area financial institutes, housing authorities, and providers of emergency shelter, transitional, and permanent supportive housing are also aimed to provide a range of housing and service to support homeless people through their transition using three fundamental components:

Prevention – using financial assistance, legal services, and housing counseling to help ensure that individuals maintain housing stability:

- *Financial Housing and Other
Emergency Assistance*
- *Eviction Mediation Program*
- *Targeted Services for Special
Populations*
- *Specialized Services for At-Risk
Populations*
- *Neighborhood Based Access for All
Populations*
- *Home-Based Services for Individuals*

- *Permanent Supportive Housing with Disabilities*

Activities for other homeless persons:

- *Homeless Individuals Staying in Shelters Outside the Continuum*
- *Increased training and information sharing to better connect people to mainstream resources*
- *Families and Single Women Fleeing Domestic Violence*

Outreach – activities for homeless persons living on the streets and their connection to services and housing:

- *Street Outreach with Focus on Chronically Mentally Ill and Substance Abusers*
- *Improved Coordination with the Police Departments – Outreach and Access to Services for the Chronic Homeless*
- *Coordination with Police, Clergy, and Community Businesses*
- *Coordination with Treatment Systems*

Supportive Services – activities that make independent living a reality for people with long-term disabilities that require special needs or, for people experiencing immediate threats to household stability:

- *Case Management*
- *Life Skills*
- *Alcohol and Drug Abuse Treatment*
- *AIDS-related Treatment*
- *Education*
- *Access to Social Security Administration Benefit*
- *Employment Assistance*
- *Child Care*
- *Transportation*
- *Mental Health Treatment*
- *Rental Funds – Move-in Assistance*

As of January 2005, the point-in-time survey revealed that there are eleven chronically homeless persons in communities within the Continuum, seven (64%) of which are located in Brookline. Within the town and the Continuum there are strong indicators that over time the “other” homeless will fall into the HUD definition of chronically homeless – “an unaccompanied homeless individual with a disabling condition who has either been continuously homeless for a year or more or has had at least four episodes of homelessness in the past three years; to be considered chronically homeless a person must have been on the streets or in an emergency shelter during these stays”.

Of the surveys submitted:

- 41% were from homeless persons who were between 19 and 30 years of age,
- 15% were ages 55 and older
- Roughly 33% are homeless with children or other dependents
- Most persons relied on TAFDC/TANF, Social Security, Food Stamps, and Part-time employment for income, and others included unemployment compensation, and panhandling.

While the point-in-time numbers from last year to this year changed from 201 to 191 surveys submitted, increased attention to chronic homelessness has resulted in more such individuals being identified and assisted over the course of the year, with the Town providing what services it can to these people when they are in a crisis situation, request help, or ask for a referral to a shelter. The Brookline-Newton-Watertown Continuum's follows a five-part strategy for ending chronic homelessness that is focused on maintaining its two primary assets: a strong prevention infrastructure and an extensive stock of permanent supportive housing.

Homelessness Prevention

As a coordinated effort among member communities, the Continuum strives to move forward in its strategies to reduce and end homelessness. Through streamlining and improving the planning process, city planning expertise and resources have been maximized between the three communities. A planning committee is the lead entity, and the City of Newton acts in coordination with the Brookline-Newton-Watertown Homelessness Consortium and the Town of Brookline Office of Planning and Community Development. In the past year, the outcome to this planning process has resulted in well-coordinated and unduplicated efforts to distinguish this Continuum in its accomplishments and its formulation of specific strategies to reduce and eliminate homelessness among the three communities of Brookline, Newton, and Watertown. It has always been the Continuum's aim to provide a range of housing and services to support homeless people through their transition by using three fundamental components: prevention, outreach, and supportive services. The wise use of resources and the Continuum's ability to coordinate and creatively use such given the vast array of partners needed to undertake these strategies is the challenge.

Key to the Continuum's strategy and vision for the next five years is the continuance of a strong prevention component and stock of permanent supportive housing. The Continuum realizes that the fundamental components/ elements of the strategy must be flexible so that services and housing support people as they transition. As such, elements developed by the Continuum to successfully respond to homelessness among the member communities will include prevention, outreach, emergency shelter, transitional housing, permanent and supportive housing, and supportive services.

Community Development

Please refer to Non-Housing Community Development needs table in Consolidated Plan for question #1.

Please refer to individual project sheets for the response to questions #2.

Antipoverty Strategy

Poverty is the condition of having insufficient resources of income. In its extreme form, poverty is a lack of access to meeting basic human needs, including adequate food, clothing, housing, waster and health services. The U.S. Census Bureau uses a set of

income thresholds that vary by family size and composition to detect who is at poverty level. If the total income of that person's family is less than the threshold appropriate for that family, then the person is considered poor, together with every member of his or her family. If a person is not living with anyone related by birth, marriage, or adoption, then the person's own income is compared with his or her poverty threshold. For three-person families, 1999 weighted thresholds were calculated in the following way (using information from the 2000 Current Population Survey):

Family Size	Threshold
1	\$9,310
2	\$12,490
3	\$15,670
4	\$18,850
5	\$22,030
6	\$25,210
7	\$28,390
8	\$31,570
For each additional person	\$3,180

The decennial 2000 Census revealed that 561 (4.5%) of the families within the Town of Brookline live below the poverty level/threshold appropriate for their family size, 324 of which have children under the age of 18 and 140 with children under the age of 5 years. Also identified were single-parent, female-headed households 195 (10.9%) of which live below the poverty level. In regards to individuals identified there were 4,673 (10.1%) in Brookline who were 18 years and over, and 489 (7.5%) who were 65 years and older.

In cooperation with a variety of agencies the Town will take the following steps to reduce the number of families in poverty. For the past couple of years the Brookline Housing Authority has provided rental subsidies to over 650 families. At the same time the Town has committed thousands of dollars in HOME funds to assist new homebuyers with down payment assistance, and made thousands more available in HOME and CDBG funding for non-profit housing developers to acquire and/or rehabilitate affordable housing.

The Massachusetts Department of Transitional Assistance (DTA), formerly the Department of Public Welfare is the state agency responsible for administering public assistance programs for needy citizens of Massachusetts and is the lead anti-poverty in the state. The DTA administers a number of programs that are geared towards reducing the number of poverty-level families and individuals and increasing self-sufficiency. These programs include: Transitional Aid to Families with Dependent Children (TAFDC), Emergency Aid to the Elderly, Disabled and Children (EAEDC), the Food Stamps Program and the Emergency Assistance Program.

The DTA has gone through a drastic change over the last decade as a result of changes in state policies and federal welfare reform, which has been moving away from providing lifelong welfare benefits rights to stressing self-sufficiency. The agency was successful in obtaining a ten-year waiver from the federal government to operate its state program under guidelines that were less stringent than those of the federal program. However, in 1997, DTA sought to reorder the priorities of the welfare system by integrating recipients into the work force in order to begin to break the cycle of poverty. The resulting major program objectives of the TAFDC program included:

- Requiring work and individual responsibility
- Making public assistance transitional in nature by assisting families in crisis without allowing welfare to become a way of life
- Maintaining and strengthening family life
- Encouraging teenage parents to live with their families or in supportive living situations and attain basic educational achievements.

In November 2004, in anticipation of the expiration of DTA's ten-year waiver, a panel of experts expressed strong support for efforts to engage more Massachusetts welfare recipients in activities that would enhance their quest for financial independence. While the report supports continuing to count job training and education leading to a job towards the work requirements, it also calls for the expansion of activities that constitute work and involving local employers in the process of job preparation and placement.

The Massachusetts Division of Career Services, an agency of the Massachusetts Department of Workforce Development, operates the Workforce Training Fund, a state fund financed solely by Massachusetts employers with the purpose of providing resources to businesses and workers to train current and newly hired employees. The fund's major focuses is on small- to medium-sized businesses that would not be able to make this type of investment without assistance.

One of the chief priorities of the fund is to finance projects that will result in job retention, job growth or increased wages. While the fund is not geared expressly towards alleviating poverty, the training received allows workers to expand their skill base and obtain or maintain a paying job. Since 1999, the Workforce Training Fund has awarded \$90 million to 1,710 companies to train 136,500 workers in Massachusetts.

Another element key to Brookline's anti-poverty strategy is the activities carried out by the Brookline-Newton-Watertown Homelessness Consortium, which is comprised of local nonprofit agencies, private foundations, formerly homeless individuals, private businesses, state agencies, the City of Newton and the towns of Brookline and Watertown. The Consortium meets regularly to coordinate a continuum of care system that helps people move from being homeless or at-risk of homelessness to permanent housing and self-sufficiency. As detailed in the human services portion of this Consolidate Plan, there are a variety of services available to assist both people who are homeless and those who are at-risk of homelessness. Additionally, funding is directed to transitional housing programs that include support services. Transitional housing

facilities run by organizations such as the Second Step, REACH and Advocates offer a variety of job-training and life skills management programs for their residents to help them achieve self-sufficiency.

Although there are a number of local and state programs that seek to reduce the number of individuals and families living in poverty, assisting people below the poverty level to become self-sufficient is extremely difficult, primarily as a result of the high cost of housing. The town will continue to work in conjunction with the Consortium using CDBG and HOME funds to provide assistance to the most vulnerable residents, those living below the poverty line.

Non-homeless Special Needs Housing

Goal #1: Provide victims of domestic violence with transitional housing, counseling, and other support

Objective: Suitable Living Environment

Outcome: Accessibility for the purpose of creating a suitable living environment

Indicator: Provide victims of domestic violence with transitional housing, counseling, and other support. A minimum of 20 victims of domestic violence will have access to transitional housing, counseling, and/or other support for purposes of creating a suitable living environment.

Expected Resources: CDBG, Private

Goal #2: Increase the number of handicapped accessible affordable units in BHA properties or elsewhere

Objective: Suitable living Environment

Outcome: Affordability for the purpose of providing decent affordable housing

Indicator: Work with BHA to continue to increase the number of accessible units within their portfolio. At the current time, the BHA is working to redevelop 2 one-bedroom units into 2 two-bedroom units that are wheelchair accessible.

Expected Resources: State

Housing Opportunities for People with AIDS

Most Brookline residents living with HIV/AIDS receive treatment and referrals through Boston's world-class health care institutions and Boston has several organizations dedicated specifically to the development of housing for persons with HIV/AIDS. Given Brookline's proximity to Boston, the Town's various departments and service providers are in agreement that there is not a critical need for supportive housing for this population specifically within Brookline at this time. For these reasons, the Town has not pursued HOPWA grants to date.

Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Town of Brookline	Objective Number	0004	Project ID	0004
Priority Need	Housing	HUD Matrix Code	14B	CDBG Citation	570.202
Project Title	Affordable Housing Program	Type of Recipient	Subrecipient Public	National Objective	570.208(a)(3)
Project Description	These funds will contribute to projects that preserve and/or redevelop existing properties, located in all parts of Brookline, as housing affordable to low and moderate income households. Opportunities will be identified in the market by Town staff, non-profit developers, homebuyers and others, and the funds will be used to close the gap between the high cost of acquiring and/or rehabbing the properties and the ability of income-eligible households to afford such housing.				
Location	Community-wide	State Date	7/1/2005	Completion Date	6/30/2006
		Output Indicator	Affordability	Annual Units	15 units
		Local ID	1899 G006	Units Upon Completion	15 units

The Primary Purpose of the project is to help:

- ☐ the homeless
- ☐ Persons with HIV/AIDS
- ☐ Persons with Disabilities
- ☐ Public Housing Needs

Funding Sources	
CDBG	\$274,565
HOME	\$
TOTAL FORMULA	\$274,565
Prior Year Funds	\$
Assisted Housing	\$
Public Housing Authority	\$
Other Funding	\$1,000,000
TOTAL	\$1,274,565

Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Town of Brookline
Priority Need	Housing
Project Title	Affordable Housing/BHA
Project Description	Col. Floyd Apartments is a sixty-unit complex for elderly and disabled low-income persons. The development was built and is subsidized by the Commonwealth of Massachusetts. The scope of the work will arrest deterioration, correct immediate safety hazards, restore to neighborhood standards, and preserve affordable housing for tenants.
Location	Marion and Foster Streets, Brookline, MA

Objective Number	Project ID
	0005
HUD Matrix Code	CDBG Citation
14C	570.202
Type of Recipient	National Objective
Subrecipient Public	570.208(a)(2)
State Date	Completion Date
7/1/2005	6/30/2006
Output Indicator	Annual Units
Affordability	60 housing units
Local ID	Units Upon Completion
1807 G006	60 housing units

Funding Sources	
CDBG	\$48,000
HOME	\$
TOTAL FORMULA	\$48,000
Prior Year Funds	\$
Assisted Housing	\$
Public Housing Authority	\$
Other Funding	\$
TOTAL	\$48,000

The Primary Purpose of the project is to help:

☐ the homeless
☐ Persons with HIV/AIDS
☐ Persons with Disabilities
☒ Public Housing Needs

Five Year Consolidated Plan 2006-2010
 Town of Brookline, Massachusetts
 Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Town of Brookline/DPW	Objective Number	0009	Project ID	0009
Priority Need	Public Facilities	HUD Matrix Code	03E	CDBG Citation	570.201(c)
Project Title	Community Facilities/Construction	Type of Recipient	Local Government	National Objective	570.208(a)(1)
Project Description	Funding for construction costs relative to removing barriers for increasing handicapped accessibility.	State Date	7/1/2005	Completion Date	6/30/2006
Location	Census Tract & Block Group's: CT:400100 BG 2 CT:400200 BG 1 CT:400400 BG 1, 2 CT:400800 BG 3	Output Indicator	Accessibility	Annual Units	13 Public Facilities
		Local ID	1818 G006	Units Upon Completion	13 Public Facilities

Funding Sources			
CDBG	\$40,000		
HOME	\$		
TOTAL FORMULA		\$40,000	
Prior Year Funds	\$		
Assisted Housing	\$		
Public Housing Authority	\$		
Other Funding	\$		
TOTAL			\$40,000

The Primary Purpose of the project is to help:

<input type="checkbox"/>	the homeless
<input type="checkbox"/>	Persons with HIV/AIDS
<input type="checkbox"/>	Persons with Disabilities
<input type="checkbox"/>	Public Housing Needs

Five Year Consolidated Plan 2006-2010
Town of Brookline, Massachusetts
Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Brookline Community Mental Health Center & Barry L. Price Rehabilitation Center	Objective Number	0007	Project ID	0007
Priority Need	Public Facilities	HUD Matrix Code	03	CDBG Citation	570.201(c)
Project Title	Community Facilities/Construction/Site	Type of Recipient	Subrecipient Private	National Objective	570.208(a)(2)
Project Description	Funding to assist in renovation/reconstruction of mental health and group home facilities.	State Date	7/1/2005	Completion Date	6/30/2006
Location	16 Williams Street, Brookline, MA 02446 41-43 Garrison Road, Brookline, MA 02445	Output Indicator	Accessibility	Annual Units	2 Public Facilities
		Local ID	1887 G006 1823 G006	Units Upon Completion	2 Public Facilities

Funding Sources			
CDBG	\$300,000		
HOME	\$		
TOTAL FORMULA	\$300,000		
Prior Year Funds	FY2005		
Assisted Housing	\$		
Public Housing Authority	\$		
Other Funding	\$608,000		
TOTAL	\$908,000		

☐
the homeless

☐
Persons with HIV/AIDS

☒
Persons with Disabilities

☐
Public Housing Needs

The Primary Purpose of the project is to help:

Five Year Consolidated Plan 2006-2010
Town of Brookline, Massachusetts
Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Town of Brookline, Engineering/Transportation Division	Objective Number	Project ID
Priority Need	Public Facilities	HUD Matrix Code	CDBG Citation
Project Title	Community Facilities/Construction/Site	03	570.201(c)
Project Description	Dead or diseased trees which have been removed will be replaced and new trees will be installed at locations where no tree had existed.	Type of Recipient	National Objective
Location	Town-wide eligible areas	Local Government	570.208(a)(1)
		State Date	Completion Date
		7/1/2005	6/30/2006
		Output Indicator	Annual Units
		Accessibility	60 Public Facilities
		Local ID	Units Upon Completion
		1819 G006	60 Public Facilities

Funding Sources		The Primary Purpose of the project is to help:
CDBG	\$30,000	<input type="checkbox"/> the homeless
HOME	\$	<input type="checkbox"/> Persons with HIV/AIDS
TOTAL FORMULA	\$30,000	<input type="checkbox"/> Persons with Disabilities
Prior Year Funds	\$	<input type="checkbox"/> Public Housing Needs
Assisted Housing	\$	
Public Housing Authority	\$	
Other Funding	\$	
TOTAL	\$30,000	

Table 3: Listing of Projects FY 2006 (ctd)

333 Washington Street, Brookline, MA 02445

Funding Sources		The Primary Purpose of the project is to help:	
CDBG	\$233,105	<input type="text"/>	the homeless
HOME	\$30,191	<input type="text"/>	Persons with HIV/AIDS
TOTAL FORMULA	\$263,296	<input type="text"/>	Persons with Disabilities
Prior Year Funds	\$	<input type="text"/>	Public Housing Needs
Assisted Housing	\$	<input type="text"/>	
Public Housing Authority	\$	<input type="text"/>	
Other Funding	\$	<input type="text"/>	
TOTAL	\$263,296	<input type="text"/>	

Five Year Consolidated Plan 2006-2010
Town of Brookline, Massachusetts
Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Town of Brookline	Objective Number	0002	Project ID	0002
Priority Need	Planning/Administration	HUD Matrix Code	20	CDBG Citation	570.205
Project Title	Planning	Type of Recipient	Local Government	National Objective	570.208(d)(4)
Project Description	Provides the necessary supportive services for the various elements of the Town's overall CDBG program and enables implementations of the Con Plan in areas regarding zoning, land use planning, open space, policy planning, economic development, and preservation planning. Funding will support staff and overhead costs relative to delivery of the above.	State Date	7/1/2005	Completion Date	6/30/2006
Location	Community-wide	Output Indicator	Sustainability	Annual Units	300 people
		Local ID	1804 G006	Units Upon Completion	300 people

Funding Sources					
CDBG		\$216,530			
HOME		\$			
TOTAL FORMULA			\$216,530		
Prior Year Funds		\$			
Assisted Housing		\$			
Public Housing Authority		\$			
Other Funding		\$119,390			
TOTAL					\$335,920

The Primary Purpose of the project is to help:

☐ the homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

Table 3: Town of Brookline Consolidated Plan Listing of Projects

Applicant's Name	Town of Brookline, Department of Planning and Community Development	Objective Number	0001	Project ID	
Priority Need	Planning/Administration	HUD Matrix Code	21A	CDBG Citation	570.206(a)
Project Title	Program Administration	Type of Recipient	Local Government	National Objective	570.208(d)(4)
Project Description	<p>This activity is designed to provide administrative oversight and technical assistance to town depts. and community-based organizations so they can implement CDBG and other HUD grant funds and programs in an efficient, accountable and responsive manner.</p> <p>Funding of staff and over head that maintain and manage the entitlement funded projects and activities. \$151,000 Planning and Comm. Dev. Dept; \$10,000 Town Counsel's Office.</p>	State Date	July 1, 2005	Completion Date	June 30, 3006
Location	Community-wide	Output Indicator	Sustainability	Annual Units	200 people
		Local ID	1801 G006	Units Upon Completion	200 people

Funding Sources		The Primary Purpose of the project is to help:
CDBG	\$161,500	<input type="checkbox"/> the homeless
HOME	\$--	<input type="checkbox"/> Persons with HIV/AIDS
TOTAL FORMULA	\$161,500	<input type="checkbox"/> Persons with Disabilities
Prior Year Funds	\$0	<input type="checkbox"/> Public Housing Needs
Assisted Housing	\$	
Public Housing Authority	\$	
Other Funding	\$	
TOTAL	\$165,500	

Five Year Consolidated Plan 2006-2010
Town of Brookline, Massachusetts
Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Town of Brookline, DPW	Objective Number	0008	Project ID	0008
Priority Need	Public Facilities	HUD Matrix Code	03F	CDBG Citation	570.201
Project Title	Public Facilities/Construction	Type of Recipient	Local Government	National Objective	570.208(a)(1)
Project Description	Funding of construction costs at eligible Harry Downes Playground. Harry Downes Playground is an 8.7 acre playground and athletic field facility in need of field, track and park renovations. This project will improve the field facilities at the Downes Oval by installing a synthetic turf surface, poured-in-place safety surfacing to the playground elements, the addition of track surfacing to the D-areas at the Oval replacement fencing on the property and the improvement of the landscape by planting additional trees, shrubs and groundcover.	State Date	7/1/2005	Completion Date	6/30/2006
Location	Census Tract & Block Group's: CT:400900 BG 1 CT:401000 BG 1, 2, 3 CT:401100 BG 1, 2	Output Indicator	Sustainability	Annual Units	1 Public Facility
		Local ID	18-- G006	Units Upon Completion	1 Public Facility

Funding Sources		The Primary Purpose of the project is to help:
CDBG	\$230,000	<input type="checkbox"/> the homeless
HOME	\$	<input type="checkbox"/> Persons with HIV/AIDS
TOTAL FORMULA	\$230,000	<input type="checkbox"/> Persons with Disabilities
Prior Year Funds	\$	<input type="checkbox"/> Public Housing Needs
Assisted Housing	\$	
Public Housing Authority	\$	
Other Funding	\$800,000	
TOTAL	\$1,030,000	

Five Year Consolidated Plan 2006-2010
Town of Brookline, Massachusetts
Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Town of Brookline	Objective Number	0006	Project ID	0006
Priority Need	Public Facilities	HUD Matrix Code	03	CDBG Citation	570.201(c)
Project Title	Public Facilities/Delivery Costs	Type of Recipient	Local Government	National Objective	570.208(a)(1)
Project Description	Funding of delivery costs including engineering and design work for future public facility improvements at the heart of Brookline Village.	State Date	7/1/2005	Completion Date	6/30/2006
Location	Census Tract & Block Group's: CT:400900 BG 1, 2, 3 CT:400700 BG 1,2 CT:401000 BG 1,2	Output Indicator	Sustainability	Annual Units	4615 persons
		Local ID	18-- G006	Units Upon Completion	4615 persons

Funding Sources			
CDBG	\$35,000		
HOME	\$		
TOTAL FORMULA		\$35,000	
Prior Year Funds	\$		
Assisted Housing	\$		
Public Housing Authority	\$		
Other Funding	\$220,000		
TOTAL			\$255,000

The Primary Purpose of the project is to help:

☐ the homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

Five Year Consolidated Plan 2006-2010
Town of Brookline, Massachusetts
Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Brookline Creative Start Parent Child Program Brookline	Objective Number	0013	Project ID	0013
Priority Need	Public Services	HUD Matrix Code	05L	CDBG Citation	570.201(e)
Project Title	Public Services/Child Care	Type of Recipient	Subrecipient Private	National Objective	570.208(a)(2)
Project Description	Funding for child care support, referral, literacy, and other developmental resources for families in need of child care and home literacy.	State Date	7/1/2005	Completion Date	6/30/2006
Location	Community-wide	Output Indicator	Accessibility	Annual Units	25 People
		Local ID	1894 G006 1828 G006	Units Upon Completion	25 People

Funding Sources			
CDBG	\$27,000		
HOME	\$	\$27,000	
TOTAL FORMULA			
Prior Year Funds	\$		
Assisted Housing	\$		
Public Housing Authority	\$		
Other Funding	\$50,000		
TOTAL	\$77,000		

The Primary Purpose of the project is to help:

☐ the homeless
☐ Persons with HIV/AIDS
☐ Persons with Disabilities
☐ Public Housing Needs

Five Year Consolidated Plan 2006-2010
Town of Brookline, Massachusetts
Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Brookline Community Mental Health Center	Objective Number	0014	Project ID	0014
Priority Need	Public Services	HUD Matrix Code	050	CDBG Citation	570.201(e)
Project Title	Public Services/Clinical Health Services	Type of Recipient	Subrecipient Private	National Objective	570.208(a)(2)
Project Description	Funding for supportive social services to a broad array of low income people in need of mental health services.	State Date	7/1/2005	Completion Date	6/30/2006
Location	43 Garrison Road, Brookline, MA 02445	Output Indicator	Accessibility	Annual Units	100 People
		Local ID	1813 G006 1843 G006	Units Upon Completion	100 People

Funding Sources		The Primary Purpose of the project is to help:
CDBG	\$73,000	<input type="checkbox"/> the homeless
HOME	\$	<input type="checkbox"/> Persons with HIV/AIDS
TOTAL FORMULA	\$73,000	<input type="checkbox"/> Persons with Disabilities
Prior Year Funds	\$	<input type="checkbox"/> Public Housing Needs
Assisted Housing	\$	
Public Housing Authority	\$	
Other Funding	\$475,000	
TOTAL	\$548,000	

Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Brookline School – Community Partnership	Objective Number	0015	Project ID	0015
Priority Need	Public Services	HUD Matrix Code	05	CDBG Citation	570.201(e)
Project Title	Public Services/Education and Training	Type of Recipient	Subrecipient Public	National Objective	570.208(a)(2)
Project Description	Funds to support ESL services and resource/referral counseling to low and moderate income Brookline residents.	State Date	7/1/2005	Completion Date	6/30/2006
Location	Community-wide	Output Indicator	Accessibility	Annual Units	75 People
		Local ID		Units Upon Completion	75 People

Funding Sources					
CDBG	\$14,556				
HOME	\$				
TOTAL FORMULA		\$14,556			
Prior Year Funds	\$				
Assisted Housing	\$				
Public Housing Authority	\$				
Other Funding	\$32,100				
TOTAL		\$46,556			

The Primary Purpose of the project is to help:

☐ the homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Brookline Council on Aging Mass Association for the Blind	Objective Number	Project ID
Priority Need	Public Services	HUD Matrix Code	CDBG Citation
Project Title	Public Services/Elderly	05A	570.201(e)
Project Description	Funding to support a variety of social services for low and income elderly which provide them with transportation subsidies homecare services, employment, and resources.	Type of Recipient Subrecipient Public Subrecipient Private	National Objective 570.208(a)(2)
Location	43 Garrison Road, Brookline, MA 02445 200 Ivy Street, Brookline, MA	State Date 7/1/2005	Completion Date 6/30/2006
		Output Indicator Accessibility	Annual Units 970 Elderly
		Local ID 1816 G006; 1824 G006; and 1872 G006	Units Upon Completion 970 Elderly

Funding Sources		The Primary Purpose of the project is to help:
CDBG	\$65,500	<input type="checkbox"/> the homeless
HOME	\$	<input type="checkbox"/> Persons with HIV/AIDS
TOTAL FORMULA	\$65,500	<input type="checkbox"/> Persons with Disabilities
Prior Year Funds	\$	<input type="checkbox"/> Public Housing Needs
Assisted Housing	\$	
Public Housing Authority	\$	
Other Funding	\$139,571	
TOTAL	\$205,071	

Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Barry L. Price Rehabilitation Center, Inc.	Objective Number	0016	Project ID	0016
Priority Need	Public Services	HUD Matrix Code	05	CDBG Citation	570.201(e)
Project Title	Public Services/Health Aging	Type of Recipient	Subrecipient Private	National Objective	570.208(a)(2)
Project Description	Program designed to physical and emotional well being of developmentally delayed adults in need of health/educational opportunities, exercise, and fitness programs.	State Date	7/1/2005	Completion Date	6/30/2006
Location	16 Williams Street, Brookline, MA	Output Indicator	Accessibility	Annual Units	10 People
		Local ID		Units Upon Completion	10 People

Funding Sources

CDBG \$5,000

HOME \$

TOTAL FORMULA \$5,000

Prior Year Funds \$

Assisted Housing \$

Public Housing Authority \$

Other Funding \$

TOTAL \$5,000

The Primary Purpose of the project is to help:

☐

the homeless

☐

Persons with HIV/AIDS

☐

Persons with Disabilities

☐

Public Housing Needs

Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	REACH	Objective Number	Project ID
Priority Need	Public Services	HUD Matrix Code	CDBG Citation
Project Title	Public Services/Victim Advocacy and Support	05G	570.201(e)
Project Description	Funding for services to provide education, information, hotline, and support services for victims of domestic violence.	Type of Recipient	National Objective
Location	Community-wide	Subrecipient Private	570.208(a)(2)
		State Date	Completion Date
		7/1/2005	6/30/2006
		Output Indicator	Annual Units
		Accessibility	40 People
		Local ID	Units Upon Completion
		1827 G006	40 People

Funding Sources		The Primary Purpose of the project is to help:
CDBG	\$4,000	<input type="checkbox"/> the homeless
HOME	\$	<input type="checkbox"/> Persons with HIV/AIDS
TOTAL FORMULA	\$4,000	<input type="checkbox"/> Persons with Disabilities
Prior Year Funds	\$	<input type="checkbox"/> Public Housing Needs
Assisted Housing	\$	
Public Housing Authority	\$	
Other Funding	\$97,000	
TOTAL	\$101,000	

Table 3: Listing of Projects FY 2006 (ctd)

Applicant's Name	Brookline School – Community Partnership	
Priority Need	Public Services	
Project Title	Public Services/Youth	
Project Description	Funding to cover social service programs geared toward youth employment and academic support/enrichment.	
Location	Community-wide	

Objective Number	Project ID
	0012
HUD Matrix Code	CDBG Citation
05D	570.201(e)
Type of Recipient	National Objective
Subrecipient Public	570.208(a)(2)
State Date	Completion Date
7/1/2005	6/30/2006
Output Indicator	Annual Units
Accessibility	60 Youth
Local ID	Units Upon Completion
1803 G006	60 Youth
1895 G006	

Funding Sources	
CDBG	\$95,000
HOME	\$
TOTAL FORMULA	\$95,000
Prior Year Funds	\$
Assisted Housing	\$
Public Housing Authority	\$
Other Funding	\$35,000
TOTAL	\$130,000

The Primary Purpose of the project is to help:

☐ the homeless

☐ Persons with HIV/AIDS

☐ Persons with Disabilities

☐ Public Housing Needs

CITIZEN PARTICIPATION

I. Introduction

In an effort to strengthen public and private partnerships, to assist in developing a unified vision for community development actions and, to develop an integrated application for federal funding for formula grant programs the Town of Brookline has been required by the U.S. Department of Housing and Urban Development (HUD) to have a detailed Citizen Participation Plan that contains the Town's policies and procedures for public involvement in the Consolidated Plan process and the use of Community Development Block Grant (CDBG) Funds and HOME Investment Partnerships (HOME) Funds. .

The public involvement process seeks to determine how well housing, human and economic development funds are meeting the needs of the Town; types of resources and services needed in the future; and help to develop priorities.

II. Citizen Participation

The Citizen Participation Plan encourages public participation through:

- Facilitation of involvement of low and moderate income people, residents of public and assisted housing developments, especially those residing in areas or neighborhoods where CDBG or HOME funds might be spent.
- Public hearings being held at all stages of the funding process. Public hearings that give residents a chance to state community needs, review the proposed use of funds, and comment on the past uses of these funds as part of annual performance reviews.
- Take actions that are appropriate to encourage involvement from people of color, people who do not speak English and people with disabilities

HUD declares that the primary purpose of the programs covered by this Citizen Participation Plan is to improve communities by providing: decent housing, a suitable living environment, and expanded economic opportunities – all principally for low- and moderate-income people. It is necessary that the Consolidated Planning Process genuinely involve low income residents who experience such for meaningful participation to take place at all stages of the process.

III. Access to Information

The Citizen Participation Plan informs the public about procedures for public access and influence on the Consolidated Plan, Annual Action plans, and Consolidated Annual Performance and Evaluation Report, as well as the proposed scheduling for development and submission of the plan. Information shall be made available to citizens and all public and private agencies, so as to provide:

- A copy of the proposed plan or summary of any amendment or performance report, with at least 30 days to receive comments on the plan, amendment, or report that is to be submitted to HUD, and
- Reasonable access to records, including a description of how the Town plans to minimize displacement and how it plans to assist those displaced,
- Easy access to draft documents and hearing transcripts,
- Hearings at convenient times and in barrier-free facilities that are easily accessible by public transportation.

IV. Technical Assistance

Technical assistance will be provided to groups representing low-income persons who require assistance in developing proposals for funding consideration. Town staff will work with organizations and individuals to determine the level and type of assistance, but this does not include any provision of funds to such.

V. Notice of Public Hearings

Attendance at the hearings is promoted, particularly for low- and moderate-income citizens and citizen groups located in low income areas of the town in which entitlement grant program funds are directed. The Public Hearings are announced through the publication of a Public Hearing Notice, containing the date, time, location, and subject matter of the Public Hearing, and shall be provided once certain documents are available, such as the Proposed Annual Action Plan or Consolidated Plan, any proposed and final substantial Amendment to the Action Plan or Consolidated Plan, and the Annual Performance Report. Notice will be published in legal sections of newspapers and online at least ten days prior to the date of each hearing.

In addition to the advertisements, public hearing notices will be mailed to non-profit organizations, citizen advisory committee members, minority and non-English speaking citizen groups, and to groups representing people with special needs. Public housing authorities and other groups providing housing to low-income persons will be encouraged to post notices in their housing.

VI. Public Hearings

Public hearings are held in order to obtain the public's views. A minimum of two public hearings must be held to provide the citizens of the Town with the opportunity to review the identified housing and community development needs, review the proposed use of funds, and review programs' performance, ie. to review what was accomplished with the use of funds spent during the past program year.

VII. Access to Meetings

The Town of Brookline will provide citizens, public agencies and other interested parties with reasonable and timely access to local meetings relating to the Consolidated Plan process. All public hearings will be held at locations accessible to persons with disabilities. Provisions will be made for people with disabilities when requests are made in advance of the hearing. For those persons that do not speak English, translators will be provided through requests made in advance of meeting.

VIII. Publishing the Plan

A summary of the proposed Consolidated Plan and Annual Action plan will be published in the Brookline TAB, and will be available at the Brookline Library, Town Hall, and other public places, describing the contents and purpose of the Consolidated Plan, including a list of the locations where copies of the entire plan can be examined.

IX. Annual Performance Report

Ninety days after the close of the program year, the Town of Brookline must send HUD an Annual Action Plan. The Consolidated Performance Report (CAPER) describes how funds were actually used and the extent to which these funds were used for activities that benefited low and moderate income people.

The Town of Brookline will provide public notice that an Annual Performance Report is available so that residents will have an opportunity to review it and comment on it. Specifically there will be a fifteen (15) day comment period once the Annual Performance Report is made available to the public prior to submitting the report to HUD; and copies of the Annual Performance Report (CAPER) will be available at locations indicated in Section VIII.

Prior to submission to HUD consideration will be given to all comments and views expressed by the public, and a summary of citizen's comments and views will be included.

X. Comments

Citizens shall be provided information in a timely manner at all stages of the process. The citizen participation plan will provide a period of not less than 30 days, prior to the submission of the Consolidated Plan, to receive comments from citizens, and consider these views when preparing the final consolidated submission.

XI. Complaints

Any complaints made by citizens or general units of local government regarding the process for developing the Consolidated Plan shall be answered in writing by the appropriate agency within fifteen days of receipt of the complaint where practical.

XII. Substantial Amendments

The federal Consolidated Plan regulations require the inclusion of specific criteria in the Citizen Participation Plan for determining what constitutes a change in programmatic activity significant enough to be classified as a “Substantial Amendment” to the Consolidated Plan. A change in federal rules or regulations that mandates an alteration in current programmatic operations is not considered a substantive amendment, but rather a conforming regulatory requirement. Changes deemed “Substantial Amendments” must be subjected to citizen review and comment before implementation.

A substantial change is defined, in accordance with 24 CFR91.505(a), as:

- A substantial change in allocation priorities (any change greater than 25 percent in an individual project budget) or a substantial change in the method of distribution of funds;
- An activity (including those funded exclusively with program income) not previously covered by the Consolidated Plan or Annual Action Plan; or a
- Substantial change in the purpose, scope, location or beneficiaries of an activity.

XIII. Criteria

The following criteria are used to determine whether a programmatic change constitutes a Substantial Amendment to the Consolidated Plan:

- A change which results in a major alterations of the purpose, location, or beneficiaries of an activity; or
- A change in the allocation priorities of program funds greater than 25 percent in an individual project budget or a change in the method and distribution of funds; or
- A change in the use of CDBG funds from one eligible activity to another.

Procedure:

Prior to adoption of any substantial amendment to the Town’s Consolidated Plan, the Town shall publish in the Brookline TAB, a “Notice of Substantial Amendment to the Consolidated Plan”, which will identify the activities involved and the nature of the substantial amendment to be implanted. The notice will advise citizens that they have a period of thirty days to seek additional information or to comment on the change.

XIV. Residential Anti-Displacement and Relocation Assistance Policy

The Town of Brookline will work with developers/owners to take all reasonable steps to minimize relocation and/or displacement that may occur as a result of the creation of affordable housing.

It will do so by taking the following actions:

- considering relocation needs during the pre-development phase of project feasibility analysis;
- identifying potential relocation needs and resources – financial, staffing and alternative housing – early in the development process;
- assuring whenever possible, that residents are offered an opportunity to return to their original building and, if feasible and desirable, their original unit;
- planning rehabilitation projects, where possible, to include staging, in order to minimize temporary relocations;
- where temporary relocation is necessary, making every effort to temporarily relocate within the resident's original building;
- providing notification such that families do not leave prematurely because they have not been informed about planned projects or their rights;
- paying reasonable out-of-pocket costs, as required and/or as feasible.

In addition, for relocation in projects supported by federal Community Development Block Grant (CDBG) or HOME monies, the Town will comply with all relevant requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended.

Appendix E: Resale and Recapture Provision for Homeownership Units

Brookline has three versions of resale provisions, all considered permanent. The first two pertain to the Town's Homebuyer Assistance Program, by which the Town provides up to \$75,000 to assist income eligible buyers to purchase a unit in the existing housing stock. The third pertains to new housing which is offered to buyers at affordable sales prices.

With regard to the homebuyer assistance program, the Town has two different agreements, one for buildings with 10 or more units, and one for smaller properties. In the case of smaller properties, when the owner sells the unit, the appreciation in price is shared by the owner and Town in proportion to the equity each has contributed (down payment and principal for the former, subsidy for the latter). In the case of units in buildings with 10 or more units, the Town has the right, but not the obligation, to purchase or provide a purchaser for the property at the price at which the buyer originally purchased the property, adjusted by changes to Area Median Income between the date of the owner's purchase and sale of the property, plus an amount equaling the owner's share of the then existing condominium capital replacement reserve, plus up to one percent of the original sales price, for each full year of ownership, for documented out-of-pocket costs of capital improvements, exclusive of any state, Federal or other grant programs which provided the funding for any capital improvement(s). However, should the Town choose not to exercise this right, the Town and owner will share appreciation as described above.

With regard to new units offered at affordable prices, the Town's restrictive covenant restricts resale to program eligible households at a price representing the original price adjusted by changes in the Area Median Income, plus an amount equal to the owner's share of the then existing condominium capital replacement reserve. The Town has a right of first refusal. The restrictive covenant is secured by a mortgage; if terminated for any reason, the amount due is the difference between the market value and the maximum affordable sales price allowed by the covenant.

The Town is considering adding, to future restrictions, the potential for charging a processing fee, to be added to the resale price, should such be necessary to assure the necessary support for monitoring turnover of ownership "in perpetuity".

In the case of all of the Town's restrictions, the Town also has a right to require sale of the property in the event that the owner is not complying with the restrictive covenant with regard to using the property as primary residence, staying current with mortgage, tax payments and condominium fees, etc.

APPENDIX II: AFFIRMATIVE MARKETING PLAN

Town of Brookline Affirmative Marketing Plan

Affirmative Marketing and Minority Outreach

The WestMetro HOME Consortium has adopted the following Affirmative Marketing plan. The procedures and requirements are in place for the Consortium's HUD-funded rental and homebuyer projects. Each procedure is designed to attract eligible persons in the housing market area to available housing programs without regard to race, color, national origin, sex, religion, familial status, or disability. While this Plan is mandated for all projects having 5 or more units, it is encouraged for use with smaller projects as well. The Affirmative Marketing Plan is updated periodically.

Any member of the WestMetro HOME Consortium shall:

- I. Require Sub-grantees who are making housing units or programs available to applicants to practice the Member's affirmative marketing procedures and requirements. The language mandating this shall exist in the NCDA-Subgrantee LOAN AGREEMENT or program MEMORANDUM OF UNDERSTANDING. Examples of this include but are not limited to the use of commercial media, use of community contacts, use of the Equal Housing Opportunity logo and slogan and the display of a Fair Housing poster.
 - II. Use the "Equal Housing Opportunity" slogan and logo when advertising program availability in local or state-wide newspapers (e.g., *The Bay State Banner*, *El Mundo* or *La Semana*, *Sampan*, and *The Brookline Tab*). The logo shall not be used without the slogan at any time.
- 
- III. Require Housing Providers of HUD-funded housing units to inform and solicit applications from persons in the housing market who are not likely to apply for housing without special outreach. This includes, but is not limited to, the use of community organizations, newspapers or other media outlets, places of worship, employment centers, fair housing groups, or housing counseling agencies.
 - IV. Keep records describing actions taken by the Member, its sub-grantees, and owners of property that affirmatively market housing units. These records shall be logged

- and included in the annual update of the *Consolidated Planning Strategy* (CPS) under the *Affirmatively Furthering Fair Housing* component.
- V. Annually assess the success of affirmative marketing actions in the annual update of the Member's Analysis of Impediments to Fair Housing (AI). The AI will include what corrective actions will be taken where affirmative marketing efforts are not proven sufficient.
 - VI. Make available program descriptions and applications in languages other than English, as appropriate.
 - VII. Include language in each application and program description that states applicant eligibility shall not be based on race, color, national origin, sex, religion, familial status or disability.

These efforts shall be amended if records indicate that Affirmative Marketing and Minority Outreach goals and objects are not met or if current procedures prove to be ineffective.



Department of Planning and Community Development
Town of Brookline
333 Washington Street, Second Floor
Brookline, MA 02445

<http://www.town.brookline.ma.us/planning>